



TITLE:

2026-02

Emergency Debris Monitoring

Date: April 8, 2026

PRESENTED BY:



**UNITED FREIGHT SERVICES
DBA - UNITED LAND SERVICES**

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TABLE OF CONTENTS

UNITED FREIGHT SERVICES	
DBA - UNITED LAND SERVICES.....	1
TABLE OF CONTENTS.....	1
Tab I - Management Summary.....	2
Tab II - Letter of Transmittal.....	4
Tab III - Company History.....	6
Tab IV - Qualifications.....	10
Tab V - Scope Response.....	14
Tab VI - Approach to Project.....	17
Tab VII - References.....	20
Tab VIII - Statement of Litigation.....	22
Tab IX – Financial Statement City of Belle Isle RFP 2026-02.....	24
Tab X – Documents: Professional Certifications and Licenses City of Belle Isle RFP 2026-02.....	26
FLEET CAPABILITIES AND EQUIPMENT RESOURCES.....	28
Master Equipment Summary.....	28
CONTACT INFORMATION.....	30
KEY PERSONNEL.....	31
REFERENCES.....	36
PAST PERFORMANCES.....	40
PROJECT NAME: Gulf Trace Subdivision.....	41
PROJECT NAME: Lake Conley Subdivision.....	41
PROJECT NAME: Canopy Reduction Project – Orlando International and Executive Airports..	41
CAPABILITY STATEMENT.....	42
CERTIFICATIONS.....	43
BOND LETTER.....	47
CERTIFICATE OF INSURANCE.....	48
SAMS REGISTRATION.....	50
BID DOCUMENTS (ATTACHMENTS).....	55

UNITED FREIGHT SERVICES

d/b/a United Land Services

Proposal Response for City of Belle Isle

RFP 2026-02 - Emergency Debris Monitoring Services

Tab I - Management Summary

Cover Letter and Executive Narrative

Prepared for Submission through DemandStar

United Freight Services d/b/a United Land Services respectfully submits this Management Summary in response to the City of Belle Isle's Request for Proposal No. 2026-02 for Emergency Debris Monitoring Services. Our operating philosophy is grounded in disciplined field execution, strict documentation control, rapid mobilization, and complete alignment with FEMA Public Assistance standards, 2 CFR Part 200 requirements, and the City's operational directives. We understand that the City is seeking an independent monitoring partner capable of deploying qualified loading site monitors, TDSR monitors, disposal site monitors, roving debris monitors, field supervision, and project management support in a manner that protects reimbursement eligibility, supports timely debris clearance, and provides reliable oversight from the first operational period through final reconciliation.

Service Philosophy

Our firm's service model is built around accountability at every touchpoint. In a post-disaster environment, the monitoring contractor is not merely recording truck movements; it is protecting the City's financial recovery, validating contractor performance, documenting eligible work, and maintaining the integrity of every ticket, field log, photograph, and daily report. We approach that responsibility with the understanding that the City's reimbursement posture depends on clean documentation, trained personnel, and decisive field management.

United Freight Services d/b/a United Land Services is prepared to furnish organized, responsive, and scalable monitoring support capable of operating seven days per week under extended shifts, with a management structure that emphasizes chain-of-command discipline, rapid issue escalation, and continuous communication with the City's Debris Operations Supervisor. Our field deployment philosophy centers on placing experienced personnel in the right roles, equipping them with clear operating expectations, and maintaining supervisory presence strong enough to preserve consistency across all sites and operational periods.

We further recognize that this procurement requires a monitoring contractor that acts solely in the City's interest and maintains independence from debris hauling operations. Our proposal approach is therefore centered on objective validation, defensible documentation, strict ticket control, and field verification practices designed to support compliance, transparency, and audit readiness throughout the contract term.

Core Value Proposition

- Mobilization readiness structured to support deployment of qualified monitoring personnel within the timeframes contemplated by the solicitation.
- Field operations designed around load ticket integrity, daily reconciliation, monitor accountability, and immediate reporting of discrepancies or eligibility concerns.
- Operational emphasis on FEMA eligibility, documentation sufficiency, public right-of-way verification, GPS and photographic support, and separation of FHWA and non-FHWA work streams when required.
- Management oversight focused on staffing continuity, site rotation discipline, safety compliance, and real-time communication with City leadership.
- A client-service philosophy that prioritizes professionalism, responsiveness, and a calm, solutions-driven posture during high-pressure disaster response conditions.

Authorized Proposal Contact

Proposer	United Freight Services d/b/a United Land Services
Authorized Contact	Annie Stone, Compliance Director
Address	2658 Southeast Willoughby Boulevard, Stuart, Florida 34994
Telephone / Email	772-341-4467 annie@unitedfreightcorp.com

Certification of Commitment

By submission of this proposal section and the complete response package, the Proposer affirms its intent to accept an award made in accordance with the solicitation, subject to the terms, conditions, and requirements set forth in RFP 2026-02 and the final contract documents approved by the City.

Respectfully submitted,

Annie Stone

Compliance Director

United Freight Services d/b/a United Land Services

UNITED FREIGHT SERVICES

d/b/a United Land Services

Proposal Response for City of Belle Isle

RFP 2026-02 - Emergency Debris Monitoring Services

Tab II - Letter of Transmittal

Formal Letter of Submission

Prepared for Submission through DemandStar

April 6, 2026

City of Belle Isle

Attn: Yolanda Quiceno, City Clerk

1600 Nela Avenue

Belle Isle, Florida 32809

Re: RFP 2026-02 - Emergency Debris Monitoring Services

Dear Ms. Quiceno and Members of the Evaluation Committee:

United Freight Services d/b/a United Land Services is pleased to transmit its proposal in response to the City of Belle Isle's Request for Proposal No. 2026-02 for Emergency Debris Monitoring Services. We appreciate the opportunity to present our qualifications for this important assignment and respectfully submit that our firm is positioned to provide the City with organized, compliant, and responsive monitoring services in support of debris operations arising from hurricanes, severe storms, tornadoes, and other debris-generating events.

We understand that the City requires an independent debris monitoring contractor capable of providing loading site monitors, temporary debris storage and reduction site monitors, disposal site monitors, roving debris monitors, field supervisors, and project management personnel, together with the systems and internal controls necessary to validate eligibility, monitor contractor performance, reconcile load documentation, maintain daily reporting, and support reimbursement compliance. We also understand that the contractor must be able to scale staffing rapidly, work extended operational periods, and coordinate closely with the City's Debris Operations Supervisor and Debris Operations Base while maintaining strict independence from any debris hauling contractor.

Our proposed execution model is structured around disciplined mobilization, immediate field accountability, strong supervisory oversight, and defensible documentation protocols. Upon notice to proceed or activation, our objective will be to implement a coordinated deployment that supports the City's operational tempo, protects public interests, and preserves the documentation integrity necessary for FEMA and other applicable reimbursement review. We understand the importance of accurate load

capacity ticket handling, site-level monitoring, photographic records for specialized removals, daily logs, issue escalation, and invoicing support tied directly to verified services performed.

With respect to projected performance, our approach is designed to support activation readiness, timely staffing expansion as operational demands increase, and sustained field coverage throughout the duration of event response and recovery operations. We understand the solicitation schedule established by the City and acknowledge the proposal due date of April 8, 2026, at 3:00 p.m., as well as the City's stated evaluation and award timetable. If selected, our firm will work in a collaborative and businesslike manner to support contract finalization, startup coordination, and deployment preparedness in accordance with City direction.

We believe our firm is well qualified to perform this project because we bring a practical understanding of emergency operations, disciplined field management, and a compliance-driven mindset appropriate for federally reimbursable work. Our proposal philosophy is straightforward: protect the City, support the mission, document everything correctly, and deliver monitoring services with consistency, professionalism, and operational control. We appreciate your consideration and welcome the opportunity to serve the City of Belle Isle.

Authorized Contact for This Proposal

Proposer	United Freight Services d/b/a United Land Services
Authorized Contact	Annie Stone, Compliance Director
Address	2658 Southeast Willoughby Boulevard, Stuart, Florida 34994
Telephone / Email	772-341-4467 annie@unitedfreightcorp.com

Sincerely,

Annie Stone

Compliance Director

United Freight Services d/b/a United Land Services

UNITED FREIGHT SERVICES

d/b/a United Land Services

Proposal Response for City of Belle Isle

RFP 2026-02 - Emergency Debris Monitoring Services

Tab III - Company History

Corporate Background, Organizational Structure, and Assigned Personnel

Firm Background

United Freight Services d/b/a United Land Services is a Florida-based operations and field-services firm built around responsive deployment, disciplined supervision, and documentation-driven contract performance. The company has grown through hands-on management across transportation, site operations, field logistics, and government-oriented service delivery, with a business model that prioritizes accountability in challenging operating environments.

Over time, the firm has expanded its operational capabilities across multi-site field assignments, rapid-response mobilization needs, and compliance-sensitive work requiring clear chain-of-command discipline. That development has positioned the company to support emergency response assignments where staffing, field verification, daily reporting, and strict procedural consistency are critical to client success.

For the City of Belle Isle, United Freight Services will bring a practical operating culture focused on readiness, communication, and documentation integrity. The firm understands that emergency debris monitoring is not simply an administrative exercise; it is an operational control function that helps the City validate eligible work, maintain ticket accuracy, monitor contractor performance, and preserve reimbursement defensibility from the first day of activation through final reconciliation.

Operating Philosophy

- Deploy with structure: establish clear supervisory authority, reporting cadence, and field accountability from the outset of each activation.
- Document with precision: maintain defensible records, daily logs, ticket control, photo support, and reconciliation protocols suited for audit review.
- Scale with discipline: expand staffing in a controlled manner so operational growth does not erode quality, consistency, or chain-of-custody over documentation.
- Communicate early: elevate discrepancies, eligibility questions, safety concerns, and contractor performance issues before they affect reimbursement or field productivity.
- Represent the client professionally: maintain a calm, solutions-oriented posture in high-pressure response environments while protecting the City's interests at all times.

Organizational Structure for Belle Isle

The Belle Isle assignment will be managed through a field-oriented structure designed to support mobilization, operational oversight, documentation control, and executive responsiveness. The structure is intentionally lean at the leadership level and scalable in the field, allowing the City to increase monitoring coverage as event conditions require without losing management visibility.

Functional Tier	Primary Responsibility	Belle Isle Assignment
Executive Oversight	Contract administration, client interface, compliance governance, escalation authority, and executive reporting.	Contract Manager / Compliance Lead
Operations Management	Activation planning, staffing deployment, monitor assignments, site coordination, and performance control.	Project Manager / Debris Monitoring Supervisor
Field Supervision	Oversight of loading sites, TDSRS activities, disposal monitoring, roving assignments, and daily issue resolution.	Field Supervisors
Documentation & Reporting	Daily logs, reconciliation support, ticket accountability, staffing records, and invoice support packages.	Administrative / QA Support
Scalable Field Staff	Loading site monitors, roving debris monitors, disposal site monitors, and TDSRS monitors deployed as operational volume requires.	Event-Based Monitoring Staff

Personnel Assigned to This Project

The following personnel are proposed as the initial leadership team for Belle Isle. Additional monitors and support staff will be added based on activation size, operational periods, and City direction.

Name	Proposed Role	Core Function	Relevant Background
Annie Stone	Contract Manager / Compliance Lead	Executive oversight, contract compliance, reporting controls, client communications, escalation management.	35+ years in legal, business, and compliance functions; extensive proposal, contract, and government-facing documentation experience.
Raymond S. Ursiny Jr.	Senior Field Supervisor	Field quality control, site oversight, crew interface, safety awareness, and documentation discipline.	20+ years in arboriculture and field operations; experienced in large-site work, safety-sensitive environments, and supervising technical field activity.
Spencer Ursiny	Operations Support / Damage Assessment Lead	Field support, site verification, hazard recognition, and operational coordination.	Certified arborist with hands-on tree, vegetation, and field-services experience relevant to debris identification and site conditions.
Tia Brent	Administrative and Resource Coordinator	Mobilization support, staffing logistics, documentation flow, and back-office controls.	Multi-industry management background spanning logistics, accounting, operations administration, and business coordination.

Staffing Depth and Scalability

United Freight Services understands that emergency debris monitoring demands flexible staffing that can expand quickly without compromising control. The firm's staffing plan for Belle Isle is designed around a leadership core that can activate immediately, establish reporting structure, and then scale field personnel in measured phases as debris operations expand across loading sites, temporary reduction sites, disposal locations, and roving assignments.

This approach allows the City to benefit from both responsiveness and control. Leadership remains visible, documentation standards remain consistent, and field staff are brought in under a managed framework that emphasizes orientation, assignment clarity, communication protocols, safety requirements, and ticket accountability.

Corporate Commitment to Belle Isle

United Freight Services d/b/a United Land Services is submitting this proposal with the understanding that Belle Isle requires a contractor capable of acting as a disciplined extension of the City's emergency management and debris operations framework. Our company history reflects a hands-on operating culture, a strong emphasis on accountability, and a management structure suited to the demands of time-sensitive field operations. Those same attributes will guide our performance on this assignment.

UNITED FREIGHT SERVICES

d/b/a United Land Services

Proposal Response for City of Belle Isle

RFP 2026-02 - Emergency Debris Monitoring Services

Tab IV - Qualifications

Firm Credentials, Relevant Experience, and Key Personnel Resumes

Firm Qualifications

United Freight Services d/b/a United Land Services offers a qualifications profile built on field execution, operational supervision, logistics coordination, safety-sensitive performance, and compliance-oriented administration. The firm's core value in an emergency debris monitoring engagement lies in its ability to organize people quickly, control documentation rigorously, maintain leadership visibility in the field, and support a public-sector client with responsive communication throughout the life of an event.

The City's evaluation criteria emphasize qualifications, experience, past performance, and the ability to respond with sufficient personnel and equipment. United Freight Services is aligned with those priorities through a management team that combines contract oversight, operational coordination, field supervision, and administrative control. The firm's internal emphasis on documentation quality, disciplined reporting, and orderly resource deployment supports the type of performance expected in federally reimbursable emergency operations.

Core Qualification Areas

Qualification Area	Relevance to Belle Isle Emergency Debris Monitoring
Rapid mobilization and staffing control	Ability to activate leadership personnel quickly, assign monitors by function, and scale field coverage as debris operations intensify.
Compliance-centered documentation	Focus on logs, ticket reconciliation, issue escalation, and audit-aware recordkeeping that supports reimbursement review.
Field supervision and site discipline	Supervisory presence suited to loading sites, disposal locations, reduction sites, and roving operations where consistency and accountability matter.
Public-sector contract administration	Structured communication, formal reporting, and controlled contract performance consistent with municipal expectations.

Vegetation and damage-condition knowledge

Practical field understanding useful in identifying debris types, site hazards, access constraints, and specialized removals.

Administrative support capability

Back-office coordination for staffing, reporting packets, timesheets, and invoice-support documentation.

Professional Credentials and Relevant Certifications

Individual Resource	Firm	Credential or Qualification	Project Relevance
United Freight Services		Operational capacity for multi-site field deployment and coordinated staffing support	Supports activation, oversight, and sustained field coverage in disaster-response conditions.
Annie Stone		Juris Doctor; Business Management degree; 35+ years in legal, business, and compliance roles	Supports contract governance, documentation controls, risk review, and executive communications.
Raymond S. Ursiny Jr.		Certified Arborist; pesticide and herbicide application certifications; 20+ years of field operations experience	Supports field leadership, hazard awareness, vegetation-related judgment, and site-level oversight.
Spencer Ursiny		Certified Arborist (2017-present)	Supports debris and vegetation condition assessment, field verification, and operational support.
Tia Brent		Extensive logistics, accounting, and business management experience	Supports mobilization logistics, staffing administration, and document flow control.

In addition to the qualifications listed above, the firm will ensure that assigned debris monitoring personnel receive role-specific procedural orientation, safety direction, and event documentation requirements before field deployment, including ticket handling expectations, daily reporting standards, and City-directed operating protocols.

Key Personnel Resumes

Annie Stone

Proposed Role: Contract Manager / Compliance Lead

Annie Stone brings more than three decades of experience across legal, business, compliance, and contract-focused environments. Her background includes proposal development, contract documentation, regulatory alignment, and executive-level communications. For the Belle Isle assignment, she will provide contract oversight, compliance governance, issue escalation support, and executive interface with the City.

- Doctor of Jurisprudence, Indiana University School of Law.
- Degree in Business Management, Indiana University East.
- Extensive experience in commodities, logistics-adjacent business activity, compliance administration, and formal business documentation.
- Regularly leads development of proposals, policies, operational documents, and contract-ready response packages for public and private-sector work.
- Will oversee proposal compliance, reporting expectations, contractual alignment, and executive escalation matters for Belle Isle.

Raymond S. Ursiny Jr.

Proposed Role: Senior Field Supervisor

Raymond S. Ursiny Jr. offers more than twenty years of field experience in arboriculture, plant and tree health care, and technical operations in safety-sensitive environments. His background includes utility line clearing, major canopy reduction projects, and field leadership requiring situational awareness, disciplined work practices, and operational consistency. For Belle Isle, he will support field supervision, site oversight, and quality control across monitoring assignments.

- Third-generation arborist with over 20 years of experience in technical field operations.
- Certified Arborist with training rooted in the Davey Institute of Tree Sciences.
- Bachelor's degree in Business Administration from Indiana University.
- Certified in pesticide and herbicide applications.
- Experience with airport canopy reduction projects and utility line-clearing environments requiring strong safety and operational discipline.

Spencer Ursiny

Proposed Role: Operations Support / Damage Assessment Lead

Spencer Ursiny contributes current field experience as a certified arborist and operational resource supporting vegetation-related services. His practical familiarity with site conditions, tree and debris characteristics, and field responsiveness positions him to support debris identification, condition documentation, and operational coordination in fast-moving event environments.

- Certified Arborist, 2017 to present.
- Affiliated with Arbor Zen, Holiday, Florida.
- Hands-on experience in field assessment, tree-related operations, and service delivery in outdoor operating environments.
- Will support site verification, debris condition observation, hazard recognition, and coordination with field supervision during active operations.

Tia Brent

Proposed Role: Administrative and Resource Coordinator

Tia Brent brings a broad management background spanning logistics, accounting, healthcare-adjacent business operations, real estate development, and multi-industry administration. Her experience includes resource coordination, business oversight, operational organization, and records management. For this assignment, she will support mobilization logistics, staffing coordination, and the orderly movement of administrative documentation.

- Extensive leadership background across transportation-related management, business accounting, and operations administration.
- Experience managing large-scale businesses across several industries, including logistics and real estate operations.
- Supports controlled staffing logistics, internal coordination, timesheet flow, and administrative backing for field operations.
- Will help maintain organized support functions behind the monitoring team's field activities.

Qualifications Summary

Collectively, the proposed team provides Belle Isle with executive oversight, field supervision, vegetation and damage-condition awareness, and administrative coordination suitable for emergency debris monitoring assignments. The team's blended capabilities support the City's need for operational responsiveness, documentation integrity, and disciplined contract performance.

Tab V - Scope Response

City of Belle Isle • Emergency Debris Monitoring Services • RFP 2026-02

Executive Positioning

United Freight Services dba United Land Services understands that Belle Isle is not procuring generic field labor. The City is procuring an independent, FEMA-aligned monitoring partner capable of validating eligibility, protecting public funds, documenting every operational step, and scaling quickly under emergency conditions.

Understanding of the City's Objectives

The City's operating requirement is clear: following a debris-generating event, Belle Isle must be able to activate a disciplined monitoring function that protects the City's reimbursement position while keeping debris operations moving in the field. The monitoring contractor must operate independently from the hauling contractor, verify eligible debris removal from public roads, rights-of-way, and public property, maintain accurate controlled ticket documentation, support TDSRS and disposal operations, and furnish daily logs and reconciliation records that withstand audit review.

Our understanding is that success on this assignment depends on four concurrent outcomes. First, monitors must be mobilized rapidly and deployed where the City needs them most. Second, field documentation must be complete, accurate, and contemporaneous. Third, all activities must align with FEMA Public Assistance requirements, 2 CFR Part 200, and any event-specific guidance in effect at the time of performance. Fourth, the contractor must maintain complete operational independence so that ticket validation, quantity verification, and eligibility determinations remain objective and defensible.

Belle Isle Scope Alignment

Focus Area	Response
Rapid activation	Our response framework is built to mobilize project leadership, field supervisors, and monitors within the 48-hour activation window required by the solicitation, with the flexibility to add resources as pickup zones, TDSRS activity, or disposal throughput expands.
Independent validation	We understand the City requires a monitoring contractor with no financial, corporate, or operational affiliation with the debris hauling contractor. Our scope response is built around independent ticket control, independent

Full-site coverage

quantity estimation, and direct reporting to the City's designated debris leadership.

The requested services include loading site monitors, TDSRS monitors, disposal site monitors, roving debris monitors, field supervisor support, and project management. Our response treats these as an integrated operating model rather than isolated labor categories.

Documentation discipline

We understand that load tickets, daily logs, GPS/photo documentation, exception reporting, and end-of-shift reconciliation are not administrative afterthoughts. They are core contract deliverables and the basis for payment eligibility and reimbursement support.

Safety and field readiness

The City expects trained personnel who can work twelve-hour shifts, seven days per week when needed, communicate continuously with the Debris Operations Base, operate safely in outdoor environments, and arrive equipped with required PPE and reliable transportation.

Specialized Capabilities Available to the City

- Disaster-field coordination experience with scalable staffing models suited for storm response, emergency roadside operations, and high-accountability municipal work environments.
- Structured monitor training emphasizing FEMA eligibility, right-of-way versus private property distinctions, leaners and hangers, controlled-document handling, load ticket accuracy, and escalation of exceptions before payment exposure occurs.
- Field supervision protocols that combine operational oversight with documentation QA so that issues are identified during the shift rather than after invoices are assembled.
- Digital reporting discipline that supports daily roll-ups, staffing accountability, location tracking, photo indexing, exception logs, and invoice substantiation.
- Operational separation from hauling functions so that the City receives unbiased validation rather than contractor-driven ticket processing.
- Administrative controls to support separate invoicing when FHWA-designated road work must be bifurcated from non-FHWA operations.

Scope Elements We Will Execute

- Loading Site Monitoring: field validation of debris location, eligibility, debris type, truck information, load capacity documentation, and controlled ticket issuance.
- TDSRS Monitoring: incoming and outgoing volume estimation, ticket completion, debris classification controls, and reconciliation of processed material movements.
- Disposal Site Monitoring: independent verification of inbound quantities, arrival documentation, disposal site tracking, and confirmation that vehicles exit clear of debris.

- **Roving Monitoring:** verification of eligible removals, GPS/location documentation, size documentation, photographs, and support for specialized activities such as hazardous stump, hanging limb, tree, and emergency road-clearing operations.
- **Project Oversight:** supervisor and project manager leadership, staffing coordination, communication with the City's Debris Operations Base, issue escalation, and daily operational status reporting.

Compliance Posture

United Freight Services recognizes that Belle Isle's contract is framed around FEMA reimbursement defensibility. For that reason, our scope response is built on strict conformance to FEMA Public Assistance guidance, 2 CFR Part 200, state emergency-management requirements, and contract-specific documentation standards. We understand that incomplete, altered, unsigned, or improperly documented tickets are not valid for payment and may jeopardize reimbursement.

We also understand that pre-positioning or standby monitoring is reimbursable only when specifically authorized in writing by the City, reasonable in duration, directly tied to an anticipated declared emergency, and supported by daily activity logs and time records. Our project controls will track these distinctions carefully so the City maintains visibility into eligible versus non-eligible standby conditions.

Value to the City

Our scope response is designed to give Belle Isle an accountable monitoring partner that can deploy quickly, protect documentation integrity, support federal reimbursement compliance, and provide the City with credible field oversight throughout the full debris-removal lifecycle.

Tab VI - Approach to Project

City of Belle Isle • Emergency Debris Monitoring Services • RFP 2026-02

Operating Approach

Our project approach is built around controlled mobilization, disciplined field supervision, real-time documentation management, and continuous alignment with City direction. The model is intentionally scalable so Belle Isle can activate only what is needed and expand operations without losing control.

Mobilization and Activation Plan

Upon written notice to proceed or emergency activation, United Freight Services will initiate a structured mobilization sequence led by the assigned Project Manager and Field Supervisor team. During the first activation cycle, we will confirm City points of contact, debris operational priorities, anticipated pickup zones, TDSRS and disposal site status, reporting cadence, and required staffing levels by function.

Our mobilization framework is designed to meet the City's required forty-eight-hour deployment window. Initial deployment will prioritize command structure first—Project Manager, field supervision, and administrative controls—followed immediately by loading site monitors, roving monitors, TDSRS monitors, and disposal site monitors in the sequence directed by the City. As debris volume expands or additional sites open, staffing can be surged in phases so the City does not experience lag between hauling operations and monitoring coverage.

Operational Structure

Focus Area	Response
Project Manager	Serves as the single point of contract accountability, directs resource deployment, interfaces with City leadership, manages escalation items, and oversees invoicing and compliance documentation.
Field Supervisor(s)	Manage day-to-day field operations, assign monitors, perform spot checks, address ticket discrepancies, reinforce procedures, and ensure end-of-shift turn-in requirements are met.
Loading Site Monitors	Validate pickup locations, debris eligibility, truck information, debris classification, and ticket issuance at the point of loading.

TDSRS and Monitors	Disposal	Independently estimate volume, complete required ticket sections, verify facility movement records, and reconcile inbound and outbound debris activity.
Roving Monitors		Document specialized removals, capture GPS and photo evidence, verify public eligibility, and support emergency road-clearing and exceptional debris operations.
Administrative Support		Maintain staffing rosters, document control logs, photo indexing, daily report compilation, ticket reconciliation support, and invoice backup packaging.

Field Execution Methodology

- Each shift begins with a field briefing covering assignment, safety expectations, communication channels, ticket control, documentation standards, and known operational issues from the prior operational period.
- Controlled forms and ticket inventories are issued, tracked, and reconciled at the beginning and end of each shift to preserve chain-of-custody and eliminate undocumented gaps.
- Monitors document activity contemporaneously in the field, not after the fact, using daily logs, load tickets, exception notes, and photographs where required.
- Supervisors conduct routine QA reviews during the shift to identify incomplete entries, mismatched truck data, questionable eligibility conditions, or other discrepancies before those issues become billing problems.
- End-of-shift closeout includes turn-in of used, unused, and voided controlled forms, review of logs, reconciliation of photographs and location data, and escalation of any exceptions requiring City direction.

Communications and Reporting

Our communication model is designed to keep Belle Isle informed without overburdening City staff. The Project Manager will establish a standard reporting rhythm with the City's Debris Operations Supervisor or designated representative, including startup briefings, daily operational status updates, exception notices, and invoice support coordination.

Daily reporting will capture staffing by function, monitored locations, ticket activity, exceptions, safety issues, property-damage reports if any, operational bottlenecks, and readiness recommendations for the next operational period. Roving-monitor photo files and associated logs will be organized so the City can connect each documented removal to its corresponding ticket or activity record.

Quality Control and Reimbursement Protection

- No monitor is authorized to validate a ticket they cannot support factually and visually.
- Incomplete, altered, unsupported, or inconsistent documentation is flagged immediately for nonpayment review and supervisory escalation.
- Independent quantity estimation is maintained at loading, TDSRS, and disposal points to protect the City from unsupported billing.
- Daily log review and ticket reconciliation are completed before invoice support is assembled.
- FHWA-related work, when identified by the City, will be tracked separately so invoicing and documentation can be bifurcated from non-FHWA activity.

Staffing Continuity and Surge Capacity

The City has specifically required proposers to explain how adequate personnel will be supplied and how additional personnel will be hired if event conditions intensify. Our operating model addresses this through layered staffing: core supervisory leadership, immediately deployable monitor resources, and reserve staffing channels that can be activated as pickup zones or facility operations expand.

This structure allows Belle Isle to begin with a lean command footprint and scale to a larger operating posture without compromising supervision, training, or documentation quality. Replacement personnel and supplemental staff will be briefed to the same field standards before assignment, and all substitutions will be communicated to the City's designated supervisor.

Safety and Professional Standards

All field personnel will report with required personal protective equipment and will operate in accordance with site-specific safety requirements, OSHA expectations, and City direction. Because debris operations are fast-moving and frequently hazardous, we treat safety as an operational control, not a checklist item.

Personnel assigned to Belle Isle will be expected to maintain professional public-facing conduct, communicate clearly, operate reliably during extended shifts, and escalate any unsafe, noncompliant, or disputed condition immediately through the chain of command.

Project Outcome

This approach gives Belle Isle a disciplined operating framework from activation through closeout: rapid mobilization, clear supervision, compliant field documentation, strong reimbursement protection, and scalable support for the City's full debris-monitoring mission.

Tab VII - References

Reference Profile and Relevance

United Freight Services d/b/a United Land Services understands that Belle Isle is seeking references that validate responsiveness, documentation discipline, field coordination, and the ability to perform under public-facing operational conditions. While emergency debris monitoring is a specialized service line, the most probative reference indicators for this proposal are client confidence, schedule reliability, management responsiveness, work-zone professionalism, and the company’s ability to execute visible assignments without administrative friction.

The reference portfolio below is presented to give the City a practical verification path across public, institutional, and operations-intensive environments. Where an organization routes vendor verification through a central office or departmental line rather than a single individual mailbox, the listing reflects the most reliable verified contact channel presently available to the proposer.

Representative Reference Portfolio

Client / Entity	Address	Reference Contact	Contact Channel	Services / Time Period
Seminole State College of Florida	100 Weldon Boulevard Sanford, Florida 32773	Kurt Knotts Manager, Facilities Business Operations	407-708-2694 knottska@seminol estate.edu	Institutional facilities support and grounds-related service interface 2025
Patrick Space Force Base / Space Launch Delta 45	Patrick Space Force Base Florida 32925	Base Operator / Civil Engineering channel	321-494-1110 Civil Engineering phone directory contact published by base resources	Landscape and field-service work performed in support of installation requirements 2024-2025
Cheney Brothers, Inc.	1 Cheney Way Riviera Beach, Florida 33404	Customer Service / Operations channel	800-432-1341 Public customer contact channel	Operations and event-support service relationship in high-accountability commercial environment 2020-2025

Performance Themes the City May Verify

- Dependable executive accessibility and fast escalation when issues arise.
- Organized field execution supported by administrative follow-through and documentation control.
- Professional conduct in visible work environments where client confidence and responsiveness matter.
- Ability to scale labor, equipment support, and communication pathways when operating tempo increases.

These references are provided in good faith as representative clients and operating relationships from the past five years. United Freight Services will cooperate with any reasonable City verification request and will support follow-up outreach through the contact channels customarily used by the listed organizations.

Tab VIII - Statement of Litigation

City of Belle Isle • Emergency Debris Monitoring Services • RFP 2026-02

Disclosure Statement

United Freight Services d/b/a United Land Services submits this litigation statement in response to the City of Belle Isle requirement that proposers disclose current litigation, outstanding judgments, and liens, if any, involving the firm or the personnel proposed for this assignment, as well as matters filed within the last five years that are material to contract performance.

Based on current management review undertaken for this proposal submission, the company discloses no outstanding judgments or recorded liens known to be pending against the firm or against the key personnel assigned to this project that would impair the company's financial capacity, operational readiness, or ability to perform the requested emergency debris monitoring services.

Current Position of the Proposer

- No outstanding judgments are affirmatively disclosed in this proposal section as of the date of submission.
- No recorded liens are affirmatively disclosed in this proposal section as of the date of submission.
- No litigation matter is affirmatively disclosed in this proposal section as materially impairing the proposer's ability to mobilize, staff, supervise, insure, document, and perform the contract if awarded.
- No proposed key team member is identified in this proposal section as subject to a matter that would compromise that individual's suitability for assignment to Belle Isle.

Context and Contract Assurances

The company understands that litigation disclosure is not a mere formality. For a FEMA-sensitive monitoring contract, owner confidence depends on the proposer's stability, management control, and ability to perform without distraction, interruption, or hidden financial exposure. United Freight Services therefore presents this statement as a practical assurance that the Belle Isle assignment would receive executive attention, insured operations, and disciplined contract administration if awarded.

Should the City request clarification regarding any historical dispute, claim, demand, or commercial disagreement not reduced to an outstanding judgment or recorded lien, the company will respond promptly through its authorized representative so the City can complete its responsibility review in an orderly manner. That commitment is intended to support transparency without overstating matters that are not material impairments to present performance capability.

Statement Regarding Assigned Personnel

Assigned Personnel Group	Disclosure Position	Performance Impact
Executive / administrative leadership	No material impairment affirmatively disclosed in this section	No identified barrier to contract oversight, communications, or records governance
Field supervision and technical support personnel	No material impairment affirmatively disclosed in this section	No identified barrier to field deployment, site supervision, or technical support

This statement is submitted as part of the Belle Isle proposal package by the proposer's authorized representative and is intended to support the City's review of responsibility, stability, and contract-readiness.

RFP 2026-02 | Emergency Debris Monitoring Services | Tab VIII - Statement of Litigation

United Freight Services d/b/a United Land Services*Tab IX – Financial Statement | City of Belle Isle RFP 2026-02*

Tab IX – Financial Statement | City of Belle Isle RFP 2026-02

Financial Position Statement

United Freight Services d/b/a United Land Services submits this Financial Position Statement in support of its proposal for Emergency Debris Monitoring Services for the City of Belle Isle. The company confirms that it is an active operating business with the organizational and financial capacity necessary to mobilize, manage, and sustain contract performance for disaster-related field operations, supervisory oversight, documentation control, and administrative support associated with debris monitoring assignments.

The company's financial management approach is built around disciplined cost control, conservative operational planning, and the maintenance of sufficient working capital to support rapid deployment activities. United Freight Services understands that emergency response contracts require the ability to absorb early mobilization costs, payroll obligations, field logistics, communications expenses, safety equipment costs, vehicle deployment costs, and documentation administration before reimbursement cycles are completed. The firm's operating model is structured to support those front-end obligations in a controlled and accountable manner.

Operational Financial Capacity

- Capacity to fund initial mobilization, supervision, transportation, communications, and administrative support needed for emergency monitoring deployments.
- Established internal controls for payroll review, timesheet verification, invoice support, and cost documentation needed for public-sector contract administration.
- Ability to scale staffing in a measured manner based on event severity, City direction, and documented need, thereby limiting unnecessary cost exposure while preserving response readiness.
- Management oversight designed to segregate field operations, documentation review, billing support, and executive compliance review to strengthen financial accountability.

Financial Management and Controls

United Freight Services maintains a management framework intended to support accurate recordkeeping, invoice reconciliation, and contract-level financial oversight. The company recognizes that this solicitation is tied to FEMA, FHWA, and other public funding requirements, and accordingly places significant emphasis on documentation integrity, timekeeping controls, and support for audit-ready records. Internal administrative review is used to confirm that labor classifications, hours worked, work assignments, and backup documentation align with invoicing submitted to the client.

The company further affirms that it does not rely on speculative or unsustainable pricing practices to secure work. Its financial posture for emergency assignments is based on disciplined staffing, controlled overhead deployment, and careful alignment of field resources to actual operational demand. This approach supports continuity of service during extended disaster recovery operations and reduces the risk of interrupted performance due to undercapitalization or poor cost management.

Representation of Financial Responsibility

United Freight Services represents that it is financially responsible, capable of entering into and performing the contemplated agreement, and able to maintain the insurance, personnel, administrative support, and operational resources necessary for contract execution. The firm is prepared to furnish any additional financial support documentation reasonably required by the City during due diligence, contract finalization, or responsibility review, subject to appropriate confidentiality treatment for non-public business records.

This statement is submitted as a good-faith representation of the company's financial position and its ability to responsibly undertake the services described in the solicitation. United Freight Services is prepared to commit the personnel, management attention, and financial discipline necessary to perform this work in a responsive, compliant, and professional manner for the City of Belle Isle.

United Freight Services d/b/a United Land Services

Tab X – Documents: Professional Certifications and Licenses | City of Belle Isle RFP 2026-02

Tab X – Documents: Professional Certifications and Licenses | City of Belle Isle RFP 2026-02

Professional Certifications and Licenses

This tab is submitted to document the professional credentials, licenses, and compliance-related qualifications relevant to United Freight Services d/b/a United Land Services and the proposed personnel supporting this Emergency Debris Monitoring Services solicitation. The City’s scope places a premium on staffing credibility, field supervision, documentation discipline, regulatory awareness, and operational readiness. The credentials listed below demonstrate the depth of management, compliance, and field-operations capability available to the City under this proposal.

Firm-Level Compliance Commitments

- United Freight Services will maintain all business registrations, insurance coverages, and operational authorizations required to lawfully perform services under the resulting agreement.
- United Freight Services acknowledges the solicitation requirement for proper occupational, professional, and other required authorizations, together with E-Verify compliance and all applicable federal, state, and local legal requirements.
- Any contract-specific insurance certificates, business tax documentation, and related compliance records required for award or contract execution will be furnished in the form and timeframe required by the City.

Key Team Credentials

Individual	Credential / License	Relevance to Proposed Services
Annie Stone	Juris Doctor; B.S. Business Management	Provides executive compliance oversight, contract administration support, risk review, documentation governance, and regulatory interpretation support for public-sector performance.
Spencer Ursiny	ISA Certified Arborist (2017–Present)	Supports field hazard recognition, debris-related tree assessment context, vegetation identification, and operational understanding where storm-generated

**Raymond S. Ursiny
Jr.**

Staff Certified Arborist;
pesticide and herbicide
application certifications

vegetative debris affects monitoring activities.

Contributes decades of field operations knowledge, vegetation and tree-risk experience, and large-site safety awareness relevant to debris field conditions and post-storm site observation.

Supporting Qualifications Relevant to this Solicitation

- Business management and operations leadership experience supporting logistics-intensive, multi-site service delivery.
- Legal and compliance background supporting contract interpretation, records management, and public-sector compliance controls.
- Field leadership experience in outdoor operational environments requiring safety awareness, supervision, and disciplined documentation.
- Experience working in regulated environments where reporting integrity, responsiveness, and chain-of-documentation control are essential.

Certification and License Representation

United Freight Services represents that the information set forth in this tab is true and correct to the best of its knowledge and is provided for the purpose of demonstrating organizational capability and professional depth. To the extent the City requests copies of individual certifications, business records, insurance certificates, or other supporting documents during evaluation or prior to award, the company will furnish those materials promptly.

The company further acknowledges that all services under any resulting contract must be performed only by properly qualified personnel and in compliance with the City's solicitation requirements, applicable licensing requirements, and all controlling federal, state, and local laws and regulations.

FLEET CAPABILITIES AND EQUIPMENT RESOURCES

- FLEET CAPABILITIES AND EQUIPMENT RESOURCES
- 2015 CHEV SILVERADO VIN#: 1GCRCPEC1FZ160239
- 2015 CHEV SILVERADO VIN#: 1GCRCPEH6FZ206255
- 2016 FORD F150 SUP CAB VIN#: 1FTEX1CF7GFD20883
- 2021 FORD F150 SUP CAB VIN#: 1FTFX1E55MKE56375
- 2015 CHEV EXPRESS CARGO VAN VIN#: 1GCWGF6F1283094
- 2014 RAM TRUCK 3500 4 WD VIN#: 3C63RRGJ6EG282290
- 2025 ENCLOSED TRAILER WITH AXEL

Master Equipment Summary

Tractors

2024 John Deere 6120M Cab Tractor – VIN#: 1L06120MKRH418374
2024 John Deere 6120M Cab Tractor (ETAC – Everglades Technical Assistance Center)
2025 John Deere 5090E Open Operator Station Tractor – VIN#: 1P05090EJS5081783
2025 John Deere 5090E Open Operator Station Tractor
2025 John Deere 5090E Cab Tractor – 597083
2025 John Deere 5090E Cab Tractor

Semi Tractor

2015 International Semi Tractor – VIN: 3HSDJAPR1FN139893
2016 International Semi Tractor – VIN: 3HSDJAPR5GN341336
2015 Freightliner Semi Tractor – VIN: 3AKJGLD54FSG69916
2020 Peterbilt Semi Tractor – VIN: 1XPBDP9X3LD651009
2016 International Semi Tractor – VIN: 3HSDJAPR5GN413436

Rotary Cutters

2024 John Deere FC20M Flex Wing Rotary Cutter – VIN#: 1PFC04MGCR001327
2023 John Deere FC20M Flex Wing Rotary Cutter – VIN#: 1PFC04MGCR001328
2025 Bush Hog 20' Rotary Cutter – VIN#: 1HBHR21250020026
2025 Bush Hog 12' Rotary Cutter – VIN#: 1HAVR21243300989
2025 Bush Hog 12' Rotary Cutter – VIN#: 1HAVR2125130078
2025 Bush Hog 12' Rotary Cutter

Utility Vehicles & Trucks

2021 John Deere 4x2 Gator – VIN#: 1M04X2XDCMM162005
2021 John Deere 4x2 Gator – VIN#: 1M04X2XDCMM161954
2016 Mercedes Truck (Metres) – VIN#: WD3PG2EA1G3165582

Trailers

2025 Utility Trailer – VIN#: 7GG1U1628SW023514
2015 Utility Trailer – VIN: 1UYVS2535FU284306
2016 Utility Trailer – VIN: 1UYVS2537G2217801

Mowers & Lawn Equipment

WRI WSB32SFX6001B – 32" KAW FX600
DIXIE CHOPPER CL3560KW – Classic, 35HP KAW, 60" Deck (S/N: 23004332)
DIXIE CHOPPER EP3560KW – Eagle HP, 60" 35HP Kawasaki (S/N: 24002940)

Blowers

STI BR600 – Backpack Blower
STI BR600 – Backpack Blower (S/N: 546198995)
STI BG86Z – Handheld Blower (S/N: 545915440)

Trimmers & Edgers

STI FS91R AUTO – Trimmer (S/N: 546549190)
STI FS91R AUTO – Trimmer (S/N: 546916752)
STI FC91 – Edger
STI FC91 – Edger (S/N: 545955400)

Sprayers & Batteries

STI SGA85 – Sprayer Unit Only
STI AP300S – Lithium Ion 36V Battery
STI AL301 – Rapid Charger AC 120V

Chainsaws

STI MS391 25 – Chain Saw, 25" Guide (S/N: 138711577)
STI MS500i 36 – Chain Saw, 36" Guide (S/N: 18633864)

Other Equipment & Supplies

Energreen Robo Evo
STI MOTO-MIX 1 Gallon 50:1
GREEWC001 Faststrap Tie Down System

CONTACT INFORMATION

ANNIE STONE

Safety & Compliance Officer

United Freight Services LLC DBA: UNITED LAND SERVICES

- **Phone Number:** 772-341-4467
- **Email Address:** Annie@unitedfreightcorp.com
- **Website:** www.unitedfreightcorp.com

Business Address:

2658 SE Willoughby Blvd,

Stuart, FL 34994

KEY PERSONNEL

Jermaine Graves

President

Jermaine Graves is a seasoned entrepreneur and operations manager with over 15 years of experience leading and growing successful businesses across diverse industries.

Jermaine graduated with an Associate of Science in Interdisciplinary Studies from Pennsylvania Highlands College and a Bachelor of Science in Human Sciences (Pharmacy) from the University of Montana.

Jermaine founded United Freight Services, a transportation company that now operates across all 50 states. His leadership has secured contracts with Fortune 500 companies and the U.S. government, delivering freight and supplies with efficiency and precision. With extensive hands-on experience operating Class A commercial heavy-duty equipment, Jermaine has consistently surpassed annual performance goals, driving significant improvements in gross revenue and profit margins year over year.

He learned his business management skills in two separate industries. He served as the operations manager for two prestigious chocolate companies, Signature Sweets and Hoffman's Chocolate and Ice Cream. With one year of culinary training specializing in gelato, ice cream, and confectionery finishes, Jermaine honed his expertise in the confectionery field. He oversaw over five contracted events annually with Cheney Brothers, serving as the official chocolate sponsor for the company.

In addition, as the visionary behind JNG Property Group, Jermaine transformed the company from a single-property investment to a thriving portfolio of 15+ properties within three years. He used his business acumen and led the management and maintenance of these properties while spearheading remodeling projects tailored to Florida's unique housing demographics.

Jermaine's ability to build and scale businesses is a testament to his entrepreneurial spirit, strategic vision, perseverance, and dedication to excellence.



Raymond S. Ursiny, Jr.

Project Manager

Raymond S. Ursiny Jr. serves as a Staff Certified Arborist for United Services, bringing over 40 years of expertise in arboriculture. As a third-generation arborist, Ray has a deep-rooted passion for plant and tree health care, which began in his early years. His family's legacy in the industry is significant, with his father, uncle, and grandfather all serving as presidents and board members of the International Society of Arboriculture (ISA).



Ray began his formal training in 1989 with the Davey Tree Expert Company, attending the prestigious Davey Institute of Tree Sciences. He holds a Bachelor's degree in Business Administration from Indiana University and is certified in pesticide and herbicide applications, enhancing his ability to address diverse tree and plant care needs.

With extensive experience in utility line clearing and a strong focus on safety, Ray has developed specialized expertise in managing the unique challenges of line clearing operations. His commitment to continuing education and best practices ensures that he stays at the forefront of arboricultural advancements.

Ray has been married for over 40 years and is the proud father of five children and several grandchildren, with whom he enjoys spending quality time. He and his wife share a love for outdoor activities and frequent trips to the beach. Additionally, they are actively involved in their community, providing outreach to the homeless and supporting multiple animal shelters and rescue organizations.

Ray's dedication, knowledge, and family values make him a trusted professional and a vital part of United Services and the communities it serves.

Tia Brent

Assistant Manager

Tia Brent has a long and storied professional history, now bringing all of her experience, expertise, and talent to United Services.

Tia was the CEO and Founder of Ultimate Asset Recovery, a legal service provider focused on asset recovery, protection, and verification. Their services included process serving, notary services, commercial and residential inspections, collections, skip tracing, and court filings.



During the time Tia was there, Asset Recovery recovered over a million dollars in lost assets. They also partnered with major law firms, insurance companies, and banks, including JP Morgan Chase, Bank of America, Truist Bank, State Farm, Progressive, Geico, and local and national law firms. They also, at Tia's direction, became a member of the Florida Association of Process Servers (FAPS), National Association of Professional Process Servers (NAPPS), National Association of Mortgage Field Services (NAMFS), and the National Notary Association (NNA).

Tia then provided her services to Signature Sweets, a company founded by her family. She was the manager responsible for expanding multiple locations throughout Florida. Under her leadership, they partnered with local organizations like hotels and law firms to present products or services at gatherings, functions, and meetings. They also became the official chocolate partner of Cheney Bros.

Tia is now bringing all of this dynamic experience, expertise, and energy to United Services. She is overseeing human resources, bookkeeping, and working as an assistant project manager.

Tia also is the founder, organizer, and manager of a for-profit organization that holds community events and donates proceeds to charity.

Annie Stone

Safety & Compliance Director

Annie Stone is a seasoned professional with over 35 years of experience in the financial and legal fields. She holds a Bachelor's in Business from Indiana University and a Doctor of Jurisprudence from Indiana University School of Law, bringing a unique blend of business acumen and legal expertise to her work. Annie's career has spanned several industries, with a particular focus on the commodities sector, where she has successfully managed numerous international projects. Her contributions to the field have included navigating complex regulations, fostering strategic partnerships, and ensuring compliance across global markets.



Annie is widely respected for her ability to approach challenges with creativity and precision, making her a sought-after leader in both financial and legal arenas. Her expertise extends to advising on logistics, international trade, and contract negotiation, ensuring successful outcomes for every project she undertakes.

Beyond her professional accomplishments, Annie finds joy in the natural beauty of Florida's beaches and values the time she spends with her family. Her greatest passion, however, lies in animal welfare. Annie has dedicated much of her personal life to rescuing abused and critically ill animals, ensuring they receive the care they need and ultimately find loving for-ever homes. She is deeply involved with animal rescue efforts across the United States, working with multiple organizations to advocate for the welfare of animals in need.

Annie's commitment to her career and personal passions reflects a life defined by purpose and service. Whether working on complex commodity deals or providing a second chance to animals in distress, Annie approaches every challenge with compassion, determination, and an unwavering dedication to making a positive impact. Annie also volunteers with an organization that holds community events and donates proceeds to charity.

Spencer Ursiny

Certified Arborist

Spencer Ursiny is a fourth-generation arborist whose family roots in tree care and environmental stewardship extend back to his great-grandfather. From an early age, Spencer developed a profound respect for nature and has carried that passion into a distinguished career in arboriculture.

With extensive expertise in tree health, plant care, environmental legislation, and protective regulations, Spencer has become a trusted leader in his field. His work has influenced standards of excellence across the industry, and he is highly regarded by municipalities throughout the United States for his commitment to quality, safety, and environmental responsibility.



Known for his deep knowledge of tree and plant healthcare, Spencer also plays an active role in guiding municipalities and private organizations through the complexities of local and federal environmental protections. His ability to balance technical skill with a strong understanding of environmental law has made him a respected voice in urban forestry and land management.

When not working, Spencer is immersed in nature. Born and raised in Central Florida, he treasures the outdoors and spends much of his free time exploring Florida's forests, rivers, and parks. He enjoys life in the Sunshine State with his wife, their two sons, and their beloved dogs—often sharing family adventures in the wild places they love most.

REFERENCES

I am delighted to provide a detailed and glowing recommendation for Ms. Annie Stone, whose tenure as the Director of Grounds Maintenance at FCC Coleman Camp from 2012 to 2020 showcased her exceptional leadership and expertise in managing the vast and intricate grounds of the 2400-acre correctional complex. Annie's role encompassed overseeing the groundskeeping operations for a diverse array of facilities within the complex, including five correctional institutions, comprising three high security facilities and two low-security facilities. Additionally, the property housed various residential areas, powerhouse buildings, facility offices, and warehouses, reflecting the multifaceted nature of the complex. Annie was responsible for the maintenance of an extensive fleet of equipment essential for groundskeeping operations, including 40 Dixie choppers and Scag industrial mowers, John Deere tractors equipped with bat wings and Bush hogs. She also supervised the operation and upkeep of various chainsaws, pole saws, pruners, weed eaters, blowers, power washing equipment, and a myriad of other hand tools utilized to maintain the sprawling 2400-acre complex. Furthermore, Annie's dedication extended to caring for the various plants, flowers, trees, and protected wildlife species that resided within the grounds.

Her commitment to environmental stewardship was evident in her meticulous approach to preserving and enhancing the natural beauty of the complex. Annie's adept management of a diverse array of equipment underscored her skill set in orchestrating multifaceted operations and ensuring the efficient and effective completion of tasks. Her proficiency in equipment management, coupled with her hands-on involvement in overseeing a sizable crew of 70- 100 individuals, exemplified her exemplary leadership and technical expertise. Annie's certification by the Department of Labor as a landscape apprentice highlighted her commitment to continuous learning and professional development in the field of landscaping and ground maintenance. Her pursuit of certification exemplifies her dedication to honing her skills and expertise to deliver exceptional results in her role.

In conclusion, Annie Stone's unwavering dedication, meticulous attention to detail, and adept resource management make her an invaluable asset for organizations seeking a seasoned professional with a proven track record of excellence in grounds maintenance and landscaping. Her unique blend of technical expertise, environmental stewardship, and leadership qualities positions her as a standout candidate for roles that demand a high level of proficiency, dedication, and professionalism.

I wholeheartedly endorse Annie Stone as a highly valuable addition to any team or organization that values expertise, integrity, and a commitment to excellence in groundskeeping and landscaping. Please do not hesitate to reach out if you require further information or insights about Annie's exceptional qualifications and capabilities. If you have any further questions, you may reach me at robfarlow794@yahoo.com or 352-571-0383.

Sincerely,

Signed by:

Rob Farlow 1450

Retired FCC
Coleman Retired United States Anti-Terrorism
Officer Military Police K-9 Handler

To Whom It May Concern,

It is my pleasure to provide this reference for the contractor that successfully completed the **Canopy Reduction Project** at **Orlando International and Executive Airports** in **2018**, with a contract value of **\$9,000,000**. I, **Joseph B. Harper**, served as the project manager and primary point of contact.

The scope was highly specialized: large tree canopies had begun to obstruct active flight paths and interfere with navigational systems. This required urgent, FAA-compliant vegetation control on sensitive airport property. The contractor mobilized expert crews with precision equipment, balancing aviation safety requirements with environmental stewardship.

What impressed me most was their ability to deliver a **multi-million-dollar project** under such stringent safety and regulatory demands. They worked seamlessly with federal oversight agencies, airport operations, and environmental monitors—ensuring the project was completed responsibly, on schedule, and to the highest industry standards.

In my professional judgment, this company has demonstrated the organizational capacity and technical capability to manage large-scale, safety-critical vegetation management contracts. I strongly endorse them for any similar or related projects.

Sincerely,



Joseph B. Harper
Project Manager
(352) 287-7105
Josephbharper007@outlook.com

To Whom It May Concern,

I am writing in reference to the **Gulf Trace Subdivision Vegetation Management Project**, completed in Holiday, Florida between **January 2023 – July 2023**. The total contract value for this project was **\$514,130.00**, and I served as the project owner overseeing its execution.


The work scope covered a full range of vegetation services including hazardous tree removals, selective pruning, debris chipping and hauling, and comprehensive site restoration. The contractor demonstrated strong technical skill in managing right-of-way and residential lots, consistently meeting OSHA standards, municipal codes, and environmental guidelines.

Importantly, their crews worked with professionalism and sensitivity to subdivision residents, ensuring community safety and minimal disruption. Every aspect of the project—from mobilization to debris disposal—was included in the contracted amount, with no hidden costs.

In conclusion, I can affirm that this contractor delivered excellent results, on budget and within schedule. Their attention to safety, compliance, and communication was exceptional. I am pleased to recommend them for any future vegetation or land management contracts.

I can be reached at (678) 505-0140 or jan@commercialendingsolutions.net

Respectfully,



Jan Brown
Client Services Manager

P S S Past Performance Questionnaire

1. NAME OF FIRM/AGENCY PROVIDING FEEDBACK: Bureau of Reclamation

PROJECT NAME: Bulk Water Delivery - Havasupai Tribe Drought Assistance Project

PERIOD OF PERFORMANCE: 02/23/2023 – 08/31/2024	CONTRACT TYPE (if applicable): FFP CONTRACT	AWARD DATE: 2/23/23
CONTRACT DATE: 08/31/24	COMPLETION AWARDED VALUE: \$3,054,000.00	CURRENT CONTRACT DOLLAR VALUE: \$3,054,000.00

2. NAME OF ASSESSING OFFICIAL: Veronica Rodriguez

EMAIL: vrodriguez@usbr.gov **PHONE NUMBER:** 928-343-8266

ASSOCIATION WITH FIRM BEING RATED (including role): Contract Specialist

CONTRACT OR ORDER NUMBER (if applicable): 140R3023C0002

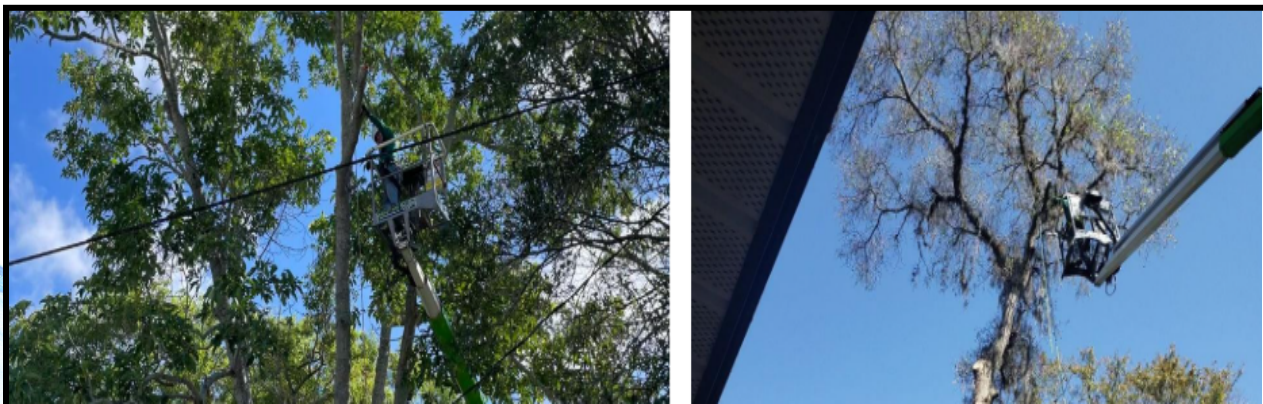
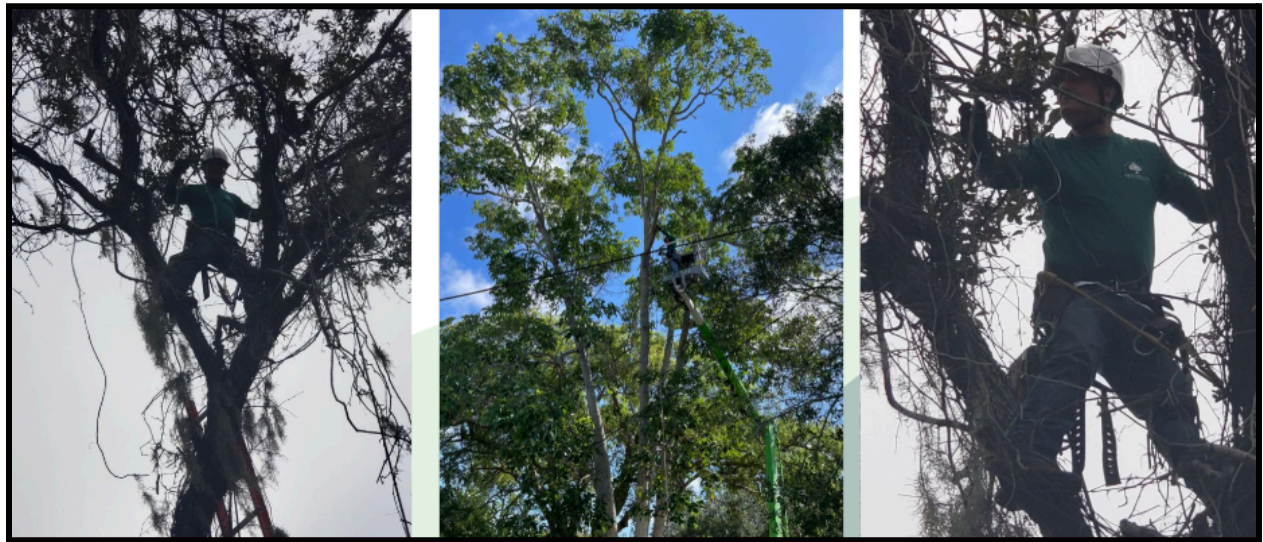
3. ASSESS THE FOLLOWING AREAS: (Check the appropriate box for each assessment category)

Assessment Categories	Unsatisfactory	Marginal	Satisfactory	Very Good	Exceptional
A. QUALITY OF PRODUCT OR SERVICE					X
B. SCHEDULE					X
C. COST CONTROL					X
D. BUSINESS RELATIONS					X
E. MANAGEMENT OF KEY PERSONNEL					X
F. RELIABILITY					X
G. CUSTOMER SUPPORT					X
H. OVERALL PERFORMANCE					X
I. OTHER AREAS:					X

4. ADDITIONAL COMMENTS:

This requirement involved delivery of bulk water for tribes at very remote locations using primitive roads. When the requirement commenced, the roads were in very bad condition due to years of no maintenance and due to recent weather conditions. The contractor continued to provide the services although the roads required repairs to work more efficiently. The contractor took the initiative to contact tribal leaders, and other federal entities who were responsible for these roads and was able to successfully get the roads repaired. The contractor also used their resources and time to determine what parts of the roads needed the most repairs and provided the information to the tribe and the other federal entity. By doing so, the project has remained on track. Would award another requirement to this contractor in the future.

PAST PERFORMANCES



PROJECT NAME: Gulf Trace Subdivision

Project Location: Holiday, Florida

Name of Owner: Jan Brown

Telephone Number: 678-505-0140

Project Value: \$514,130.00

Dates of Service: 01/2023 – 07/2023

Description of the Project and Scope of Offeror's Work:

Services provided under this contract included hazardous tree removal, tree pruning, chipping and vegetation removal, site restoration, and project mobilization for the Gulf Trace Subdivision in Holiday, Florida. The scope included work on a variety of residential and right-of-way trees with full compliance to municipal and safety guidelines. All labor, equipment, disposal, and site restoration were included in the fixed price.

PROJECT NAME: Lake Conley Subdivision

Project Location: Holiday, Florida

Name of Owner: Bradley Smith

Telephone Number: 202-985-0410

Project Value: \$376,322.00

Dates of Service: 12/2024 – 04/2025

Description of the Project and Scope of Offeror's Work:

Services provided under this contract included hazardous tree removal, tree pruning, chipping and vegetation removal, site restoration, and project mobilization for the Lake Conley Subdivision in Holiday, Florida. The scope included work on a variety of residential and right-of-way trees with full compliance to municipal and safety guidelines. All labor, equipment, disposal, and site restoration were included in the fixed price.

PROJECT NAME: Canopy Reduction Project – Orlando International and Executive Airports

Project Location: Orlando, Florida

Name of Owner: Joseph B. Harper

Telephone Number: 352-287-7105

Project Value: \$9,000,000

Dates of Service: 2005

Description of the Project and Scope of Offeror's Work:

The primary goal of the project was to address the overgrown tree canopies encroaching on flight paths, which posed risks to aviation safety. The dense vegetation near the airports also interfered with visibility, navigational aids, and operational equipment. The contractor's expertise was crucial in balancing the technical demands of the project with the ecological and aesthetic considerations of the surrounding environment.

CAPABILITY STATEMENT



COMPANY SNAPSHOT

UNITED LAND SERVICES

DBA of United Freight Services

CAGE CODE: 97Z36

DUNS: 101087537

UEI: YV5DX8FWNTT4

SCAC: UFSD

NAICS CODES

**561730, 561210,
561790, 115310, 56173**

POINT OF CONTACT

Jermaine Graves

Operating Manager & Founder

Phone Number

772 634 4691 772 634 5881

Email Address

info@unitedfreightcorp.com

Website

www.unitedfreightcorp.com

BUSINESS ADDRESS

**2658 SE Willoughby Blvd,
STUART, FL 34994, USA**



COMPANY DESCRIPTION

United Land Services, a division of United Freight Services, is a full-service landscaping and grounds maintenance provider headquartered in Stuart, Florida. With over 45 years of combined experience, we deliver expert landscaping solutions for projects of all sizes and scopes across public and private sectors. From routine maintenance to complex arborist work, our certified professionals ensure that every property is maintained to the highest standard.

CORE COMPETENCIES

- Commercial & Government Grounds Maintenance
- Landscape Design & Installation
- Certified Pesticide & Herbicide Application
- Tree Trimming, Pruning, and Removal
- Storm Cleanup and Emergency Response Services
- Site Beautification and Erosion Control
- Irrigation Systems – Installation & Maintenance
- Debris Hauling & Disposal
- Property Maintenance for HUD & Municipal Contracts

DIFFERENTIATORS

- ISA Certified Arborist On Staff – Ensures tree care meets the highest industry standards.
- Licensed Pesticide/Herbicide Applicator – Safely manages invasive species and plant health.
- Decades of Experience – Over 45 years of combined leadership in the landscaping and groundskeeping industry.
- Diverse Project Portfolio – Proven success across residential, commercial, federal, and municipal contracts.
- Scalable Crew – Equipped for large-scale federal jobs or small residential tasks. No job is too big or too small.
- Fast Mobilization – Experienced in rapid deployment for hurricane cleanup, seasonal projects, and emergency response.
- Safety-First Culture – OSHA-compliant operations with ongoing staff training.

CERTIFICATIONS

ISA Certified Arborist, DBE/SBE/MBE Pending (as applicable),
SAM Registered | Active Contractor Status

PAST PERFORMANCE

- **Federal Grounds Maintenance** – U.S. Air Force and Army Properties
- **Municipal Landscaping Projects** – City & County Parks, Roadways, and Easements
- **HUD Property Maintenance** – Lawncare, code compliance, and rehabilitation support
- **Commercial Contracts** – Property Management Companies and Developers
- **Arborist Services** – Canopy reduction and hazard mitigation at airports and utilities

CERTIFICATIONS

The International Society of Arboriculture

Hereby Announces That

Spencer Ursiny

Has Earned the Credential

ISA Certified Arborist ®

By successfully meeting ISA Certified Arborist certification requirements through demonstrated attainment of relevant competencies as supported by the ISA Credentialing Council

Caitlyn Pollihan

Caitlyn Pollihan
CEO & Executive Director

22 January 2019

30 June 2025

FL-9444A

Issue Date

Expiration Date

Certification Number



ANSI National Accreditation Board

ACCREDITED

ISO/IEC 17024

PERSONNEL CERTIFICATION
BODY

#0847

ISA Certified Arborist



GV10343-2

Certificate #

GV10343

Trainee ID #



Certificate of Training

Best Management Practices

Florida Green Industries

The undersigned hereby acknowledges that

Raymond Steven Ursiny, Jr.

has successfully completed the Green Industries Best Management Practices Program developed by the Florida Department of Environmental Protection with the University of Florida Institute of Food and Agricultural Sciences.

Tom Wichman

Assistant Director Florida-Friendly Landscaping™ Program

S. Robinson

Instructor

12/11/2024

Date

Claire Lewis, MLA

Director Florida-Friendly Landscaping™ Program

Department of Environmental Protection

2600 Blair Stone Road, M.S. 3510
Tallahassee, Florida 32399-2400



Congratulations on successfully completing the Florida Green Industries Best Management Practices Training. Your certificate and wallet card are below. If the certificate is not correct, please contact the GI-BMP office of the UF/IFAS Florida-Friendly Landscaping™ Program at gi.bmp@ifas.ufl.edu or (352) 273-4517.

To legally apply fertilizer commercially in Florida, you need the Limited Urban Commercial Fertilizer Applicator Certification from Florida Department of Agriculture and Consumer Services (FDACS). Use the certificate # below to apply online: <https://aesecomm.fdacs.gov> For help: FDACS Pest Control Licensing and Certification (850) 617-7997

If your GI-BMP test score is 90% or higher, you may be eligible to become a GI-BMP Instructor. Learn more at <https://ffl.ifas.ufl.edu/ffl-and-you/gi-bmp-program/instructor-program/>

GI-BMP Certificate #: GV10343-2
Certification Date: 12/11/2024
Test Score: 93%

Raymond Steven Ursiny, Jr.
2118 Harrison Dr
Holiday, FL 34691

State of Florida
DEPARTMENT OF
ENVIRONMENTAL PROTECTION

Raymond Steven Ursiny, Jr.

GV10343-2

Certificate #

GV10343

Trainee ID #

GREEN INDUSTRIES BEST MANAGEMENT PRACTICES
TRAINING PROGRAM

Certificate of Training

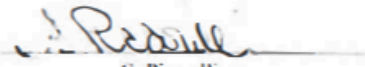
This Certificate is Awarded To

Annie Stone

On the day of
May 13, 2013

**In Recognition of Successful Completion
of the following UNICOR Training Course
at the Federal Correctional Complex – Coleman, Florida:**

**ISO 9001:2008
Standard Requirements Training**



G. Picarelli
Quality Assurance Manager



The United States Department of Labor

Office of Apprenticeship Certificate of Completion of Apprenticeship

This is to certify that

ANNIE STONE

has completed an apprenticeship for the occupation
Landscape Management Technician

under the sponsorship of

**FCC Coleman JAC
Coleman, Florida**

*in accordance with the basic standards of apprenticeship
established by the Secretary of Labor*

October 1, 2014

Date Completed



[Handwritten Signature]

Secretary of Labor

[Handwritten Signature]

Administrator, Office of Apprenticeship



BOND LETTER



AMERICAN SURETY BONDS

May 9, 2025

UNITED FREIGHT SERVICES LLC
2658 SE Willoughby Blvd
Stuart, FL 34994

TO WHOM IT MAY CONCERN:

As agent of surety for UNITED FREIGHT SERVICES LLC, it is with great pleasure that we confirm our willingness to support UNITED FREIGHT SERVICES LLC with payment and performance bonds up to \$3,000,000 single contract size.

Please note, however, that each bond is underwritten at the time of its request and is subject to the underwriting criteria set forth by the surety. Approval will be issued once all parties have agreed to the terms and conditions of the contract.

Should you have any questions or concerns regarding the bonding program in place for UNITED FREIGHT SERVICES LLC, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'S. Newberry', written in a cursive style.

Sam H. Newberry
Managing Member

CERTIFICATE OF INSURANCE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/16/2025

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 World Insurance Associates, LLC 1960 Howell Branch Rd P.O. Box 700 Winter Park FL 32790	CONTACT NAME Brad Allen PHONE (A/C, No, Ext): 407-679-8181 FAX (A/C, No): 407-679-9300 E-MAIL ADDRESS: BradAllen@worldinsurance.com
INSURED United Freight Services LLC 2658 SE Willoughby Blvd Stuart FL 34994	INSURER(S) AFFORDING COVERAGE INSURER A: Sentry Select Insurance Company NAIC # 21180 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES **CERTIFICATE NUMBER:** 1074404224 **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	SUBR WVD	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 GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			A0258513001	8/7/2024	8/7/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea 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 \$ 1,000,000 \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> \$10,000 PIP			A0258513001	8/7/2024	8/7/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 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						<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Motor Truck Cargo			A0258513001	8/7/2024	8/7/2025	\$2,500 Deductible
A	Trailer Interchange			A0258513001	9/12/2024	8/7/2025	\$2,500 Deductible

CERTIFICATE HOLDER United Freight Services LLC 2658 SE Willoughby Blvd Stuart FL 34994	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 (MM/DD/YYYY)
07/25/2025

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 Montes Insurance Agency 2168 N Us Hwy 1 Fort Pierce Fl 34946 Fort Pierce FL 34946		CONTACT NAME: Amy Montesano PHONE (A/C, No, Ext): (772) 672-9212 E-MAIL ADDRESS: montesinsagency@outlook.com FAX (A/C, No):	
INSURED united freight service dba united land service 2658 se willoughby blvd stuart FL 34994		INSURER(S) AFFORDING COVERAGE INSURER A: APPALACHIAN INS CO INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 10316	

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 SUBR INSD WVD	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 type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		2ACPFL17S034533200	06/09/2025	06/09/2026	EACH OCCURRENCE \$ 2,000000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 200000 MED EXP (Any one person) \$ 5000 PERSONAL & ADV INJURY \$ 2000000 GENERAL AGGREGATE \$ 2000000 PRODUCTS - COMPIOP AGG \$ 2000000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea 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 DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N N/A If yes, describe under DESCRIPTION OF OPERATIONS below					PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability		6650689	07/07/2025	07/07/2026	Each Occurance 2000000 Aggregate 2000000

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 Amy Montesano



SAMS REGISTRATION



UNITED FREIGHT SERVICES LLC

Unique Entity ID YV5DX8FWNTT4	CAGE / NCAGE 97236	Purpose of Registration All Awards
Registration Status Active Registration	Expiration Date May 29, 2026	
Physical Address 2658 SE Willoughby BLVD Stuart, Florida 34994-4700 United States	Mailing Address 2658 SE Willoughby BLVD Stuart, Florida 34994 United States	

Business Information

Doing Business as (blank)	Division Name United Freight Services Llc	Division Number (blank)
Congressional District Florida 21	State / Country of Incorporation Florida / United States	URL (blank)

Registration Dates

Activation Date Jun 2, 2025	Submission Date May 29, 2025	Initial Registration Date Dec 3, 2021
---------------------------------------	--	---

Entity Dates

Entity Start Date Dec 14, 2020	Fiscal Year End Close Date Dec 31
--	---

Immediate Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Highest Level Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Executive Compensation

In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) receive both of the following: 1. 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements and 2. \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

No

Does the public have access to information about the compensation of the senior executives in your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?

Not Selected

Proceedings Questions

Is your business or organization, as represented by the Unique Entity ID on this entity registration, responding to a Federal procurement opportunity that contains the provision at FAR 52.209-7, subject to the clause in FAR 52.209-9 in a current Federal contract, or applying for a Federal grant opportunity which contains the award term and condition described in 2 C.F.R. 200 Appendix XII?

No

Does your business or organization, as represented by the Unique Entity ID on this specific SAM record, have current active Federal contracts and/or grants with total value (including any exercised/unexercised options) greater than \$10,000,000?

Not Selected

Within the last five years, had the business or organization (represented by the Unique Entity ID on this specific SAM record) and/or any of its principals, in connection with the award to or performance by the business or organization of a Federal contract or grant, been the subject of a Federal or State (1) criminal proceeding resulting in a conviction or other acknowledgment of fault; (2) civil proceeding resulting in a finding of fault with a monetary fine, penalty, reimbursement, restitution, and/or damages greater than \$5,000, or other acknowledgment of fault; and/or (3) administrative proceeding resulting in a finding of fault with either a monetary fine or penalty greater than \$5,000 or reimbursement, restitution, or damages greater than \$100,000, or other acknowledgment of fault?

Not Selected

Exclusion Summary

Jun 04, 2025 04:51:45 PM GMT
<https://sam.gov/entity/YV5DX8FWNTT4/coreData?status=null>

Active Exclusions Records?

No

SAM Search Authorization

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

Yes

Entity Types

Business Types

Entity Structure

Corporate Entity (Not Tax Exempt)

Entity Type

Business or Organization

Organization Factors

Limited Liability Company

Profit Structure

For Profit Organization

Socio-Economic Types

Minority-Owned Business

Self Certified Small Disadvantaged Business

Black American Owned

Check the registrant's Reqs & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

Financial Information

Accepts Credit Card Payments

Yes

Debt Subject To Offset

No

EFT Indicator

0000

CAGE Code

97Z36

Electronic Funds Transfer

Account Type

Checking

Routing Number

*****31

Lock Box Number

(blank)

Financial Institution

JPMORGAN CHASE BANK, NA

Account Number

*****93

Automated Clearing House

Phone (U.S.)

7726344691

Email

Jermaine@unitedfreightcorp.com

Phone (non-U.S.)

(blank)

Fax

(blank)

Remittance Address

JERMAINE GRAVES

2658 SE Willoughby BLVD

Stuart, Florida 34994

United States

Taxpayer Information

EIN

*****7489

Type of Tax

Applicable Federal Tax

Taxpayer Name

United Freight Services LLC

Tax Year (Most Recent Tax Year)

2021

Name/Title of Individual Executing Consent

Owner

TIN Consent Date

May 29, 2025

Address

2658 SE Willoughby BLVD

Stuart, Florida 34994

Signature

JERMAINE GRAVES

Points of Contact

Accounts Receivable POC

👤

JERMAINE GRAVES, Owner

Jun 04, 2025 04:51:45 PM GMT

<https://sam.gov/entity/YV5DX3FWNTI4/coreData?status=null>

Jermaine@unitedfreightcorp.com
7726344691

Electronic Business

♀	2658 SE Willoughby BLVD
JERMAINE GRAVES, Owner	Stuart, Florida 34994
Jermaine@unitedfreightcorp.com	United States
7726344691	

Government Business

♀	2658 SE Willoughby BLVD
JERMAINE GRAVES, Owner	Stuart, Florida 34994
Jermaine@unitedfreightcorp.com	United States
7726344691	

Service Classifications

NAICS Codes

Primary	NAICS Codes	NAICS Title
Yes	484110	General Freight Trucking, Local
	115310	Support Activities For Forestry
	484121	General Freight Trucking, Long-Distance, Truckload
	484122	General Freight Trucking, Long-Distance, Less Than Truckload
	484220	Specialized Freight (Except Used Goods) Trucking, Local
	484230	Specialized Freight (Except Used Goods) Trucking, Long-Distance
	488510	Freight Transportation Arrangement
	492110	Couriers And Express Delivery Services
	541320	Landscape Architectural Services
	561210	Facilities Support Services
	561730	Landscaping Services
	561790	Other Services To Buildings And Dwellings

Size Metrics

IGT Size Metrics

Annual Revenue (from all IGTs)
(blank)

Worldwide

Annual Receipts (in accordance with 13 CFR 121)	Number of Employees (in accordance with 13 CFR 121)
\$3,000,000.00	28

Location

Annual Receipts (in accordance with 13 CFR 121)	Number of Employees (in accordance with 13 CFR 121)
(blank)	(blank)

Industry-Specific

Barrels Capacity	Megawatt Hours	Total Assets
(blank)	(blank)	(blank)

Electronic Data Interchange (EDI) Information

This entity did not enter the EDI information

Disaster Response

Yes, this entity appears in the disaster response registry.

Bonding Levels	Dollars
----------------	---------

(blank)	(blank)
---------	---------

States
Any

Counties
(blank)

Metropolitan Statistical Areas
(blank)



BID DOCUMENTS (ATTACHMENTS)



City of Belle Isle

1600 Nela Avenue, Belle Isle, FL 32809
Telephone: (407) 851-7730 * Fax: (407) 240-2222

REQUEST FOR PROPOSAL - 2026-02 Emergency Debris Monitoring Services

Solicitation Schedule

The CITY anticipates the following general timeline for this RFP, and the schedule may change as necessary.

Event	Date
Publish on Vendor Bid System – Demand Star	March 4, 2026
Pre-Bid Meeting on Site (Non-Mandatory) Location	March 25, 2026 City Hall 1600 Nela Avenue Belle Isle, FL 32809
Deadline for Questions	March 30, 2026 - 10 days before the RFP due date. Send to yquiceno@belleislefl.gov
<u>Bid Submission Date</u> Either mailed or delivered to the City Clerk's office. Bids are opened on the due date at 3 pm.	Wed, April 8, 2026 – 3 pm

If you have any questions or need additional information, please email the City Clerk's Office at yquiceno@belleislefl.gov with RFP 2026-01 on the subject line.

Submit Bids (sealed) to:
City of Belle Isle – City Clerk's Office
1600 Nela Avenue
Belle Isle, FL 32809

City of Belle Isle
1600 Nela Avenue
Belle Isle, FL, 32809

RFP – Request for Proposals Emergency Debris Monitoring Services RFP 2026-02

Notice is hereby given that the City of Belle Isle is accepting electronic Proposals to provide Emergency Debris Monitoring Services. The City of Belle Isle has issued this Request for Proposal (hereinafter, "RFP") with the sole purpose and intent of obtaining Proposals from interested and qualified firms offering to provide these services. The City of Belle Isle reserves the right to accept any and all proposals, to waive any informalities and/or re-advertise for new proposals as may be in the best interest of the City of Belle Isle.

Scope of Work: The City is seeking proposals from qualified and licensed firms for Emergency Debris Monitoring Services. The firm awarded this contract must meet or exceed all terms, conditions, and specifications of the City of Belle Isle. The City of Belle Isle desires to obtain the services of properly licensed and qualified professionals to provide debris loading site monitors, temporary debris storage and reduction site (TDSR) monitors, disposal site monitors, roving debris monitors, field supervisor(s), and a project manager for disaster events. The proposer shall demonstrate documented experience providing debris monitoring services in accordance with FEMA Public Assistance Program requirements

Ordering Instructions: This package can be downloaded from DemandStar Corporation at <https://www.demandstar.com> and on our website at <https://www.belleislefl.gov/>.

Document Cost: N/A

Due Date/Time: City of Belle Isle Electronic Proposals will be received by the City of Belle Isle City Clerk's Office until 3 p.m., on April 8, 2026, through DemandStar website only. Proposals received after such time will not be accepted.

NOTE: ALL PROSPECTIVE BIDDERS/RESPONDENTS ARE HEREBY CAUTIONED NOT TO CONTACT ANY MEMBER OF THE CITY OF BELLE ISLE STAFF OR OFFICIALS OTHER THAN THE SPECIFIED CONTACT PERSON.

M/WBE's are encouraged to participate in the proposal process.

Contact: Yolanda Quiceno, City Clerk
Phone: 407-851-7730

TABLE OF CONTENTS

- 1) Introduction/Overview.....5**
 - A) Purpose/Objective.....5
 - B) Basis of Bids/Proposals.....5
 - C) Background.....5
 - D) Official Solicitation Documents and “Proposal Posting” Service.....6
 - E) Proposal Updates/Status of Proposal.....6
 - F) Submission of Proposal6
 - G) Contact Person Concerning Inquiries of this Proposal6
 - H) Addendum.....7
 - I) Method of Source Selection7
 - J) Pre-Proposal Conference.....8
 - K) Public Meeting and Notice8
 - L) Projected Timetable8
- 2) General Description of Specifications or Scope of Work9**
 - A) General.....9
 - B) Loading Site Monitoring Services10
 - C) TSDRS Monitoring Services11
 - D) Roving Debris Monitor Services11
 - E) Disposal Site Monitors.....12
 - F) Operational Requirements.....12
 - G) Reporting.....14
 - H) Safety.....15
 - I) Other Considerations16
 - J) Payment16
 - K) Subcontractors16
- 3) City’s Right to Inspect16**
 - A) Public Records17
- 4) Terms and Conditions of Contract.....18**
- 5) General Terms and Conditions.....18**
 - A) Licenses18
 - B) Principals/Collusion19
 - C) Taxes.....19
 - D) Relationship with City.....19
 - E) Term Contracts19
 - F) Observe Above Instructions19
 - G) Default.....19
 - H) Termination20
 - I) Delivery.....20
 - J) Liability20
 - K) Accidents & Claims20
 - L) Laws & Regulations.....20

M) Federal Procurement and FEMA Compliance Requirements

N) E-Verify21

O) Assignment21

P) Lobbying21

Q) Single Proposal22

R) Protest Procedure.....22

S) Public Entity Crime Statement.....22

T) Drug-Free Workplace Program Reference.....22

U) Conflict of Interest.....23

V) Prohibition of Gifts to City Employees.....23

W) Immigration Reform & Control Acts23

X) Invoicing and Payment23

6) Insurance Requirements Specifications 24

A) Ensure Coverage and Limits24

B) Exceptions24

C) City as Additional Insured.....24

D) Cancellation Clause24

E) Certificate of Insurance25

F) Indemnification26

G) Summation and Insurance Requirement.....27

7) Instructions for Proposals..... 28

A) Compliance with the RFP.....28

B) Preparation of Proposal.....28

C) Acknowledgment of Insurance Requirements29

D) Acknowledgment of Bonding Requirements.....29

E) Proposal Opening29

F) Proposal Results/Tabulations30

G) Delivery.....30

H) Evaluation of Proposals (Procedure)30

I) Ambiguity, Conflict, or Other Error in the RFP.....31

J) Proposals, Presentation, and Protest Costs.....31

K) Exceptions Taken to Specifications31

L) Acceptance or Rejection of Proposals31

M) Rejection of Irregular Proposals31

N) Qualifications of Proposers32

O) Disqualifications of Proposers32

P) Requests for Clarification of Proposals33

Q) Reserved Rights of the City.....33

R) Withdrawal or Correction of Proposals33

S) Validity of Proposals33

T) Response Format.....34

U) Proposal Evaluation Committee and Evaluation Factors36

8) Contract/Agreement and All Required Forms..... 38

1) INTRODUCTION/OVERVIEW

A) PURPOSE/OBJECTIVE

The City of Belle Isle has issued this Request for Proposal (hereinafter, "RFP") with the sole purpose and intent of obtaining proposals from interested and qualified firms offering to provide EMERGENCY DEBRIS MONITORING SERVICES, in accordance with the specifications stated and/or attached herein/hereto. The successful proposer will hereinafter be referred to as the "Contractor".

If awarded, a contract to provide these services will be effective on the date the contract is approved by the City of Belle Isle City Council (herein after, the "Council"), signed by all required parties, and filed with the City Clerk. The contents of the successful proposal response will become part of the contract document. The City reserves the right to enter into multiple contracts under this RFP if it serves the best interest of the City. A contract will be entered into with the successful proposer. The initial term of the contract will be for three (3) years with two (2) optional one (1) year extensions thereof. The contents of the successful proposal response will become part of the contract document. The City reserves the right to enter into multiple contracts under this RFP if it serves the best interest of the City.

As is more fully explained in Section "7Q" of this RFP, an award, if made, will be made to the best overall proposer(s) whose bid is most advantageous to the City, taking into consideration the evaluation factors set forth in this RFP. The City will not use any other factors or criteria in evaluating the proposals received.

B) BASIS OF BIDS/PROPOSALS

The words "BID," "PROPOSAL," "BIDDER," and "PROPOSER" shall be interpreted to have the same meaning for purposes of these specifications, terms, and conditions. Proposer shall include all cost items; failure to comply may be cause for rejection. No segregated proposals or assignments will be considered. It is the intent of the City to promote competitive bidding. It shall be the responsibility of the proposer to advise the City's contact person assigned to this bid of any language, requirements, etc., or any combination thereof, which the proposer feels may inadvertently restrict or limit its ability to submit a response. Such notification must be made in writing at least seven (7) working days prior to the opening date and time of the proposal.

C) BACKGROUND

The City serves an area of 5.1 square miles (2.8 square miles of which is water) with a population of approximately 7,239. The City's fiscal year begins on October 1st and ends on September 30th. The Finance Department manages the City's funds and accounts. The Finance Department is responsible for the custody and accounting of each department's funds.

More detailed information on the government and its finances can be found in the City of Belle Isle's Annual Comprehensive Financial Report for the fiscal year ending September 30, 2024, and in the City's Annual Budget for the fiscal year 2025-2026. Copies of these documents may be viewed on

www.belleislefl.gov. The City of Belle Isle is exempt from any and all state, local, and federal taxes.

D) OFFICIAL SOLICITATION DOCUMENTS AND "PROPOSAL POSTING" SERVICE

The "Official" proposal document is available, unless otherwise noted, through DemandStar at www.demandstar.com or by calling 800.711.1712. Interested Proposers are required to request the proposal documents directly from DemandStar prior to submitting a proposal. This is necessary to ensure that Proposers have a complete "official" proposal package and to record the information of interested Proposers for the issuance of any addenda.

The city is not liable for any errors, omissions, etc. of solicitation postings or any solicitation documents obtained from any sources other than those listed above. The city is not responsible for the accuracy, completeness, or timeliness of any documentation or postings the Proposer receives from any other source.

E) PROPOSAL UPDATES/STATUS OF PROPOSAL

Due to limited staff, time, workload, and budget restraints, City staff will not provide proposal updates/proposal status information over the phone, by fax, or by e-mail. This information is available electronically. To obtain current information regarding this proposal, visit our Solicitation Posting website at: <https://www.demandstar.com>.

F) SUBMISSION OF PROPOSALS

Proposals and modifications thereof will be submitted electronically through the DemandStar website, www.demandstar.com, until 3 p.m. on Wednesday, April 8, 2026. It is the Bidder's responsibility to ensure that the bid is properly completed and electronically submitted through the **DemandStar website only**. The submittal date and time will be strictly observed.

Proposals will be received and officially recorded as received on the DemandStar website **ONLY**. The City Clerk will determine the lateness of any proposals. Under no circumstances will proposals received after the due date and time specified be considered. Proposals received after the due date and time will be disqualified as late proposals and will not be recorded as a responding Proposer. Faxed proposals will not be considered.

Do not return the entire proposal package. Only the Proposal Form, any other required forms, and each accompanying sheet on which an entry has been made by the Proposer should be submitted.

G) CONTACT PERSON CONCERNING INQUIRIES OF THIS PROPOSAL

Every request for interpretation or correction, whether technical or general, must be made in writing by email. The city will not respond to oral inquiries. Respondents may submit written inquiries regarding this RFP to:

Name: Yolanda Quiceno, City Clerk

Email: yquiceno@belleislefl.gov

The City Clerk's office hours are 8 am to 5 pm, Monday-Friday; the term "working days" means Monday-Friday except legal holidays.

All Prospective Bidders are not to contact any member of the Belle Isle staff or officials other than the above specified contact person unless explicitly authorized by this office. These inquiries must be received by email no later than 11:59 pm, Monday, March 30, 2026, in order to provide adequate response time to queries and issue an addendum if necessary.

The City will record their responses to inquiries and any supplemental instructions in the form of written addenda. If issued, the City will post any written addendums on DemandStar no later than 11:59 pm, Wednesday, April 1, 2026.

H) ADDENDUM

No interpretation of the meaning of the proposal documents, attachments (if any), or any other related documents, nor correction of any apparent ambiguity, inconsistency, or error therein, will be made to any Proposer orally.

All corrections, interpretations, and supplemental instructions will be in the form of written addenda to the proposal documents, which, if issued, will be posted to www.demandstar.com at least two working days prior to the bid due date and time.

The Bidder is responsible for making sure that all addenda have been received prior to submission of the proposal. To see if any addendums have been posted, twenty-four (24) hours prior to the proposal due date the Proposer should visit the DemandStar website at: <https://www.demandstar.com>. If an addendum has not been received, the Proposer is responsible for downloading addendums they have not received.

In case any Proposer fails to acknowledge receipts of any such addendum in the space provided on the Proposal Bid Form, the proposal will nevertheless be construed as though the addenda have been received and acknowledged, and the submission of the proposal will constitute acknowledgment of the receipt of addenda.

Only the interpretation or correction given by the authorized representative, in writing, will be binding, and prospective Proposers are warned that no other source is authorized to give information concerning, explaining, or interpreting the proposal documents.

I) METHOD OF SOURCE SELECTION

The City shall perform a cost or price analysis in connection with every procurement action in excess of the Simplified Acquisition Threshold in accordance with 2 CFR §200.324. Proposers may be required to provide cost breakdown documentation to support price reasonableness.

The City is using the Competitive Sealed Proposals methodology of source selection for this procurement, as authorized by the City Purchasing Policy. Each proposal will be reviewed to determine if the Proposals is responsive to the RFP. Proposals deemed to be non-responsive may be rejected without being evaluated by the Selection Committee appointed by the city manager, which shall be comprised of a minimum of three (3) City employees. The committee will make a recommendation to the City Council who will make the final selection(s). A responsive proposal is one that has been signed and submitted by the specified proposal deadline and has provided the information required to be submitted with the proposal. Poor

City of Belle Isle

RFP 2026-02: Emergency Debris Monitoring Services

formatting, poor documentation, incomplete or unclear information may be considered substandard submissions and may adversely impact the evaluation of a Proposals. Respondents who fail to comply with the required and/or desired elements of this RFP do so at their own risk.

The City may, as it deems necessary, conduct discussions with responsible proposers determined to be in contention for being selected for award for the purpose of clarification to assure full understanding of, and responsiveness to, solicitation requirements.

J) PRE-BID CONFERENCE

A pre-bid conference will not be held for this solicitation. The responsibility for the extent of work to be performed and the conditions surrounding the performance thereof shall be with the Proposers. Submission of the proposal shall constitute acknowledgment by the Proposer that they are familiar with all such conditions. The failure or neglect of a Proposer to familiarize themselves with the scope of work of the proposed, shall in no way relieve them from any obligations with respect to their proposal.

K) PUBLIC MEETING AND NOTICE

In Accordance with Florida Statute 286.011, all meetings, except as otherwise provided in the Constitution, at which official acts are to be taken are declared to be public meetings open to the public at all times, and no resolution, rule, or formal action shall be considered binding except as taken or made at such meeting. Reasonable notice of the meeting is provided under the “Tentative Schedule of Activities” paragraph located in the Introduction/Overview section.

L) PROJECTED TIMETABLE

The following projected timetable should be used as a working guide for planning purposes only. The City reserves the right to adjust this timetable as required throughout the RFP process.

Event	Date
Publish on Vendor Bid System – Demand Star	March 4, 2026
<i>Pre-Bid Meeting on Site (Non-Mandatory)</i>	<i>A pre-bid conference is not applicable to this solicitation</i>
Addendum Issued (If Applicable)	Tuesday, April 1, 2026
Deadline for Written Questions	March 30, 2026 - 10 days before the RFP due date. Send to yquiceno@belleislefl.gov
<u>Bid Submission Date</u> Either mailed or delivered to the City Clerk’s office. Bids are opened on the due date at 3 pm.	Wed, April 8, 2026 – 3 pm
Evaluation Committee	Monday, April 27, 2026 – 10 am
Notice of Recommendation	Tuesday, May 5, 2026
City Council Hearing Date	Tuesday, May 5, 2026

2) GENERAL DESCRIPTION OF SPECIFICATIONS OR SCOPE OF WORK

The City is seeking proposals from qualified and licensed firms for Emergency Debris Monitoring Services. The firm awarded this contract must meet or exceed all terms, conditions, and specifications of the City of Belle Isle. The successful proposer will hereinafter be referred to as the “Contractor”.

The City of Belle Isle desires to obtain the services of properly licensed and qualified professionals to provide debris loading site monitors, temporary debris storage and reduction site (TDSR) monitors, disposal site monitors, roving debris monitors, field supervisor(s), and a project manager for disaster events. Proposer shall be a Federal Emergency Management Agency (FEMA) approved contractor for Debris Monitoring.

The Debris Monitoring Contractor shall have no financial, corporate, or operational affiliation with any Debris Hauling Contractor awarded under RFP 2026-01.

The Monitoring Contractor shall act solely in the interest of the City and shall independently verify all load tickets, quantities, and eligibility documentation in accordance with FEMA Public Assistance requirements. Failure to maintain independence shall constitute material breach.

A) GENERAL

1. The City of Belle Isle requires the support of contract debris monitors following a debris-generating event such as a hurricane, tornado, storm, or other catastrophic event. The contract monitors are necessary to ensure Federal agencies' emergency plan and debris removal contract requirements are met by monitoring the debris removal from public access roads, rights-of-way, and public property, and the debris management sites, and to ensure the debris management plan and contracts are effectively and efficiently implemented. The City will assign a Debris Operations Supervisor and will establish and staff a Debris Operations Base, which will provide overall coordination with the Debris Removal Contractor and the Debris Monitoring Contractor.
2. Within forty-eight (48) hours of notification, the Debris Monitoring Contractor shall provide an adequate number of professionals and qualified personnel to monitor proposed debris-loading sites, and debris management sites, along with associated roving debris monitors. Additional sites, as determined by the City, may be added as debris removal efforts increase. The Debris Monitoring Contractor will be required to increase its staffing from this point depending on the severity of the debris-generating event. Likewise, as the debris removal process progresses, monitor staffing requirements, as determined by the City, may fluctuate. The Debris Monitoring Contractor must be prepared to provide debris monitors seven (7) days a week for a minimum of a twelve (12) hour shift.
3. As a part of this proposal, the Debris Monitoring Contractor must indicate and explain how they plan to supply adequate personnel to support this scope of work and must describe how they would hire additional personnel to meet the needs of the City.
4. All monitors provided by the Debris Monitoring Contractor must speak fluent English, have moderate public relations skills, be a minimum of eighteen (18) years of age, and have a valid driver's license issued in the United States and a reliable vehicle. The monitor's vehicle must be acknowledged and covered under the Debris Monitoring Contractor's insurance for collision and liability. In addition, monitors must be capable of working in an outside environment and be able to climb a staircase or ladder of ten (10) feet in height. Monitors will be required to maintain daily logs of the Debris Removal

Contractor's activities and must have adequate writing skills. The Monitors must have completed FEMA debris monitoring training or have a familiarity with FEMA eligibility rules (leaners, hangers, ROW vs private property, etc.)

5. The Debris Monitoring Contractor warrants that all services shall be performed by skilled and competent personnel to the highest professional standards in the field. The Debris Monitoring Contractor shall remove from the contract any person the City deems incompetent, careless, or otherwise objectionable. Any changes or substitutions in personnel must be made known to the Debris Operations Supervisor.
6. The Debris Monitoring Contractor will provide debris monitors who have the means to communicate via cell phone with the Debris Operations Base and be able to remain in constant contact with the Debris Operations Supervisor. Debris monitoring personnel must have adequate transportation to and from the debris monitoring sites.
7. The Debris Monitoring Contractor will provide hardhats, safety vests, eye protection, and all other required protective equipment for its employees and/or subcontractors.
8. Equipment (not including transportation) necessary to document the removal of eligible debris from public access roadways, public rights-of-ways, and public property will be supplied by the Contractor.
9. The Contractor will be responsible for the training of its debris monitors. All monitors must be familiar with the Debris Monitoring Contract before initially reporting for work. Field assignment of debris monitors will be at the discretion of the City's Debris Operations Supervisor. Monitors must be prepared to rotate among the debris sites and supply any monitoring needs deemed necessary by the City.

B) LOADING SITE MONITORING SERVICES

All debris monitoring activities must comply with FEMA Public Assistance Program and Policy Guide (PAPPG), 2 CFR Part 200, State of Florida Emergency Management requirements, and any FEMA Recovery Directorate guidance applicable at the time of the event.

1. The primary function of the Loading Site Monitors is to issue debris load capacity tickets for eligible debris cleared and removed at locations designated by the Debris Operations Base.
2. The requirements for monitors expressed in Section A apply to Loading Site Monitors.
3. The Loading Site Monitor will be assigned a debris removal crew to accompany and will be given a load capacity form to complete. The completed form validates where the event-generated debris originated and substantiates the capacity of the crew's truck/trailer, the debris type, and eligibility. Load capacity tickets will be issued in accordance with established procedures, and as a minimum, must contain the crew's truck number, street address, date and type of debris, time of loading, the load capacity, and the Loading Site Monitor's signature. The Loading Site Monitor's signature certifies the accuracy of the information documented and the work performed by the Debris Removal Contractor's crew. The Loading Site Monitor must retain the necessary copies of the load capacity ticket to be returned to the Debris Operations Base at the end of each shift. If the Loading Site Monitor cannot attest to the veracity of the information documented, the work performed, and the eligibility of the debris, the monitor will not affix his/her signature to the form and will note the ticket for nonpayment and will report the situation to the Debris Operations Supervisor. Failure to follow proper monitoring procedures will result in the dismissal of the monitor.

C) TDSRS MONITORING SERVICES

1. The primary function of the TDSRS Monitor is to complete the load capacity ticket received from the debris removal crew, and to estimate the volume of debris transported to the temporary debris management site for processing and storage. The TDSRS Monitor will also document and quantify the processed outgoing debris.
2. The requirements for monitors expressed in Section A applies to TDSRS Monitors.
3. For incoming debris, the TDSRS monitor will estimate the volume capacity by percentage for each truck and note arrival time. By signing the load capacity tickets, the TDSRS Monitor is estimating the quantity of debris, and attesting to the accuracy of the information documented, and the work performed. A signed and fully completed load capacity ticket is the basis for contract billings. The TDSRS Monitor must retain the necessary copies of the load capacity ticket to be returned to the Debris Operations Base at the end of each shift. If a TDSRS Monitor cannot attest to the integrity and totality of the information documented, the work performed and the eligibility of the debris, the monitor will not affix his/her signature to the form and will log the ticket for nonpayment and report the situation to the Debris Operations Supervisor. Failure to follow the proper monitoring procedures will result in dismissal of said monitor.
4. For outgoing processed debris, the TDSRS Monitor will complete a processed debris ticket with the following information: date, time of departure, type of debris, truck driver name, truck number, prime and subcontractor name, and the TDSRS site name. The TDSRS Monitor will estimate the volume capacity by percentage for each truck and affix his/her signature attesting to the veracity of the information. The TDSRS Monitor must retain the necessary copies of the outgoing debris ticket to be returned to the Debris Operations Base at the end of each shift.
5. The City is responsible for resolving issues with the Debris Removal Contractor's crews and other Debris Removal Contractor's personnel.

D) ROVING DEBRIS MONITOR SERVICES

1. The function of the Roving Debris Monitors is to verify that only eligible debris is being removed from designated public rights-of-ways and public property within assigned debris pickup zones in the City of Belle Isle. The Roving Debris Monitors, at the discretion of the City, may supply any other monitoring needs deemed necessary by the City, such as truck volume certification, emergency road clearing, and various debris removal operations.
2. The requirements for monitors expressed in Section A apply to Roving Debris Monitors.
3. The Roving Debris Monitor will complete the following information on each debris removal form: the street address and/or Global Positioning Coordinates (GPS) for each debris removal item, the crew number, the diameter size of the debris removal item, and any future information the reimbursing federal agency may require. The Roving Monitor will also take photos explicitly showing the description and location of each removal. The Roving Monitor signature on the form verifies that the work has been performed by the Debris Removal Contractor and that the debris is eligible. The Roving Monitor must retain the necessary copies of the debris removal form to be returned to the Debris Operations Base at the end of their shift. If the Roving Monitor cannot attest to the accuracy of the information documented, the work performed, and the eligibility of the debris, the monitor will not affix his/her signature to the form and will tag the ticket for nonpayment and report the situation to the Debris Operations Supervisor. Failure to follow the proper monitoring procedures will result in dismissal of said monitor.

E) DISPOSAL SITE MONITORS

1. The function of the Disposal Site Monitor is to estimate the volume of the incoming debris load on a percentage basis, and to audit the accuracy and totality of the associated debris ticket.
2. The requirements for monitors expressed in Section A applies to Disposal Site Monitors.
3. For every incoming Debris Removal Contractor vehicle, the Disposal Site Monitor will indicate the estimated volume capacity by percentage arrival time, date, and the disposal facility. The Disposal Site Monitor's signature on the form verifies receipt and quantity of the debris at the final disposal site. A signed and fully completed disposal ticket is the basis for contract billings. The Disposal Site Monitor must retain the necessary copies of the disposal ticket to be returned to the Debris Operations Base at the end of each shift. If a Disposal Site Monitor cannot attest to the integrity and totality of the information documented, the work performed, and the eligibility of the debris, the Monitor will not affix his/her signature to the form and will log the ticket for nonpayment and report the situation to the Debris Operations Supervisor. Failure to follow the proper monitoring procedures will result in dismissal of said monitor.
4. The Monitor will visually observe all of the Debris Removal Contractor debris vehicles entering the Disposal facility and will ensure all vehicles exit void of debris.

F) OPERATIONAL REQUIREMENTS

1. General Operating Procedures: The City will retain a Debris Removal Contractor(s) to remove, transport, process, and dispose of disaster-generated debris from the public access roadways, rights-of-ways, and public property within the City of Belle Isle. Each load of eligible debris shall be tracked using a multi-page load capacity ticket. The Debris Operations Base shall provide the load capacity tickets. The following guidance provides the basic procedure for completing the load capacity tickets. Revised procedures, if necessary, may be established by the Debris Operations Base and shall be followed by the Debris Monitoring Contractor in lieu of the following procedure.
2. Debris Monitors shall have full authority to observe, document, validate, reject, and stop debris operations for noncompliance with FEMA requirements. Monitor determinations shall be final for purposes of load ticket validation and payment eligibility.
3. The Debris Monitoring Contractor shall be completely independent from any debris hauling, reduction, disposal, or demolition contractor. Any conflict of interest shall be grounds for immediate termination.
4. Load capacity ticket: The Debris Loading Site Monitor is responsible for providing the following information: location, 1st pass, 2nd pass, subsequent pass, FEMA Roadway, FHWA Roadway, time and date of loading, prime and subcontractor names, truck number, the truck driver's name, capacity in cubic yards and the debris classification. The Loading Site Monitor will sign his/her name in the INSPECTOR block for loading and will retain the necessary copies of the load capacity ticket and provide the remaining copies to the truck driver. All load capacity tickets, used, unused, and voided must be turned in at the end of each shift. The Loading Site Monitor will maintain a log that contains the information required in Section G-2 of this Scope of Work. If the debris is processed before final deposition, the TDSRS Monitor is accountable for completing the remaining sections of the load capacity ticket. The TDSRS Monitor will not affix his/her signature if the initial loading section of the ticket is incomplete and will note the ticket number for nonpayment. After verifying the required

information is present, the TDSRS Monitor, located in the inspection tower, will estimate the volume of debris contained in the truck or trailer by percentage. Each truck or trailer must have the measured size in cubic yards recorded on the side of the truck or trailer. The TDSRS Monitor will verify the recorded truck or trailer size with the capacity stated on the load capacity ticket, and the type of debris indicated. If any discrepancies occur, the Monitor will not affix his/her signature, and will lot and report the ticket for nonpayment.

5. Incomplete, altered, unsigned, or improperly documented load tickets shall be deemed invalid and shall not be eligible for payment or FEMA reimbursement.

For outgoing reduced debris from the debris management site, the TDSRS Monitor will indicate on the ticket, the type of debris, the name of the debris management site, the departure time of the truck, date, the truck driver's name, the truck number, the prime and subcontractor name, the capacity of the truck and will estimate the volume of debris. The TDSRS Monitor will sign his/her name in the INSPECTOR block for loading and will retain the necessary copies for the truck driver. All load capacity tickets, used, unused, and voided, must be turned in at the end of each shift. The TDSRS Monitor will maintain a log that contains the information required in Section G-3 of this Scope of Work.

For debris hauled directly to the disposal site, the Disposal Site Monitor will first validate the truck number, recorded capacity, and type of debris noted on the debris ticket provided by the driver, with the incoming debris vehicle. The Monitor will complete the name of the disposal facility, the arrival time of the truck, and estimate the volume of material contained within the bed of the truck or trailer. The estimated volume will be recorded on the load capacity ticket in the trailer. The estimated volume will be recorded on the load capacity ticket in the DEBRIS QUANTITY ESTIMATE (%) field, and the Disposal Site Monitor will sign his/her name in the INSPECTOR block for dumping. The Disposal Site Tower Monitor's copies will be turned in to the City's Debris Operations Supervisor at the end of each shift. All load capacity tickets, used, unused, and voided, must be turned in at the end of each shift. The original load capacity ticket is the basis for contract billing. The Disposal Site Tower Monitor will maintain a log that contains the information required in Section G-5 of this Scope of Work.

6. Operational Requirements of Roving Debris Monitors:

Under the direction of the City, the Debris Removal Contractor will also provide various debris removal services, such as hazardous stump, hanging limb, and tree removal, and emergency road clearing. The Roving Debris Monitor will ensure only eligible debris from the public access roads, public rights-of-way, and public property is removed by the Debris Removal Contractor. The Roving Debris Monitor is responsible for completing the following information on each debris removal form; the street address and/or Global Positioning Coordinates (GPS) for each debris removal item, the crew number, the diameter size of the debris removal item, and the Roving Monitor signature, which verifies the work has been performed by the Debris Removal Contractor. The Roving Monitor will also take photographs explicitly showing the description and location of each removal to be provided in a digital format. Photographs will be submitted at the end of each shift in electronic format with a log stating the location and ticket number of the removed item. All forms under this scope of work will be provided by the Debris Operations Base.

The Roving Debris Monitor will maintain a log that contains the information required in Section G-7 of this Scope of Work. The Roving Debris Monitor will retain the necessary copies of the debris removal form, and the remaining copies will be given to the crew foreman. At the end of each shift, the Roving Debris Monitor will submit their copies to the Debris Operations Supervisor. All debris removal tickets, used, unused, and voided must be turned in at the end of each shift. All Contractor debris removal forms are controlled forms and must not be duplicated. The original debris removal form is the basis for contract billing by the Debris Removal Contractor.

G) REPORTING

1. The Loading Site Monitor will turn in the copies of the load capacity ticket and their daily log to the Debris Operations Supervisor at the end of each shift. All load capacity tickets, used, unused, and voided must be turned in at the end of each shift.
2. The Loading Site Monitor will also maintain a daily log that contains the following information:
 - Loading location
 - Loading Site Monitor's name
 - Number of load capacity tickets issued during shift
 - Starting and ending load capacity ticket numbers
 - Property damage and Contractor induced damages
 - Crew number
 - Any problems encountered
3. The TDSRS Monitor will turn in their copies of the load capacity ticket and their daily log to the Debris Operations Supervisor at the end of each shift. All load capacity tickets, used, unused and voided must be turned in at the end of each shift. The TDSRS Monitor will maintain a daily log that contains the following information:
 - TDSRS site
 - TDSRS Tower Monitor's name
 - Truck/trailer number and volume of debris hauled into site
 - Truck/trailer number and volume of debris hauled out of the site
 - Any problems encountered
4. The Disposal Site Tower Monitor will turn in their copies of the load capacity ticket and their daily log to the Debris Operations Supervisor at the end of each shift. All load capacity tickets, used, unused and voided must be turned in at the end of each shift.
5. The Disposal Site Tower Monitor will maintain a daily log that contains the following information:
 - Disposal site
 - Disposal Site Tower Monitor's name
 - Truck/trailer number and volume of debris hauled into site
 - Any problems encountered

6. The Roving Debris Monitor will turn in their copies of the debris removal form, photos, and their daily log to the Debris Operations Supervisor at the end of each shift. All debris removal tickets, used, unused, and voided, must be turned in at the end of each shift.
7. The Roving Debris Monitor will maintain a daily log that contains the following information:
 - Site quadrant
 - Roving Monitor's Name
 - Debris Crew Number
 - Property damage and Contractor induced damages
 - Any problems encountered
8. The Debris Monitoring Supervisor/Program Manager shall provide all daily timesheets to the City upon request.

H) SAFETY

All Debris Monitoring Contract personnel must wear safety equipment whenever on a debris management site. Contract personnel must adhere to all debris management site safety requirements and OSHA Regulations.

I) OTHER CONSIDERATIONS

1. The Debris Monitoring Contractor shall be responsible for paying any and all costs associated with violations of law or regulation relative to the Contractor's activities.
2. The Debris Monitoring Contractor will secure at its own expense all necessary personnel required to perform the services under this Contract. Such personnel shall not be employees of or have any contractual relationship with the City.
3. The Debris Monitoring Contractor shall abide by and operate under the following federal acts, regulations, and requirements:
 - FHWA Form 1273, titled Standard Federal-aid Provisions, must be physically incorporated (not referenced) into all prime and subcontractor contracts.
 - Davis-Bacon Wages Act – waived for Debris Removal services only; applies to all other work types: <http://www.fhwa.dot.gov/construction/cgit/dbacon.cfm>
 - Buy America
 - Disadvantaged Business Enterprises (DBE)
 - Americans with Disabilities Act (ADA)
 - Convict Labor Prohibition
4. Debris removal work and the associated monitoring service on Federal Highway (FHWA) roads must be bifurcated from non-FHWA roads. The Debris Monitoring Contractor will provide separate invoices for services on such indicated roads. The current listing of FHWA roads will be provided prior to the engagement of work.

City of Belle Isle

RFP 2026-02: Emergency Debris Monitoring Services

5. The Debris Monitoring Contractor shall be completely independent from any debris hauling, disposal, reduction, or demolition contractor. Contractor certifies that it has no financial interest, ownership, subcontracting relationship, or other affiliation with any debris removal contractor performing work for the City. Any violation of this requirement shall constitute a material breach of contract and may result in immediate termination and disallowance of costs.
6. If monitoring documentation deficiencies result in FEMA reimbursement disallowance, and such deficiencies are attributable to the Monitoring Contractor's failure to comply with contractual or FEMA requirements, the Contractor shall not be entitled to payment for the affected services. In the event the City has made payment for services and a funding agency subsequently determines that such services are ineligible for reimbursement due to the Monitoring Contractor's failure to comply with contractual requirements or applicable federal regulations in effect at the time the services were performed, the City shall have the right to recover such amounts from the Contractor, including through offset against future payments. This provision shall survive final payment and contract completion.

J) Monitoring, Staging, and Pre-Positioning – (SEE Attachment H)

- **Authorization Required**

The Monitoring Contractor may pre-position personnel only upon written authorization by the City. Staffing levels, duration, and staging locations shall be determined solely by the City.

Reimbursement Conditions

- **Monitoring** standby or staging time shall be reimbursable only when:
 - Authorized in writing;
 - Directly related to an anticipated declared emergency;
 - Reasonable in duration; and
 - Supported by daily activity logs and time documentation.
 - The City reserves the right to reduce or release staged monitoring personnel at any time.

FEMA Eligibility Limitation

The Contractor acknowledges that FEMA reimbursement for standby monitoring services is limited and may be subject to eligibility review. Any costs disallowed due to excessive duration, lack of documentation, or lack of demonstrated necessity shall not be payable by the City.

K) PAYMENT

Payment shall be made only for services authorized and satisfactorily performed in accordance with this Scope of Work. The Contractor shall invoice the City on a monthly basis unless otherwise directed. Each invoice shall identify:

- Position classification
- Approved hourly rate
- Name of individual
- Dates and hours worked
- Work assignment location (including FHWA designation when applicable)

All invoices must be supported by daily logs, monitoring reports, load ticket reconciliation documentation, staffing records, and any other documentation required by the City. Invoices shall be reviewed, verified, and reconciled against City records prior to approval. Only fully supported and validated invoices shall be eligible for payment. Payment shall be made only for services determined to be eligible under applicable federal, state, and local requirements, including FEMA and FHWA regulations. Monitoring services resulting in documentation deficiencies attributable to Contractor noncompliance may be denied payment.

L) SUBCONTRACTORS

The successful bidder shall not employ subcontractors without the City's prior written permission.

3) CITY'S RIGHT TO INSPECT

The City or its authorized Agent shall have the right to inspect the Contractor's files to determine status of work on this project.

A) PUBLIC RECORDS

Pursuant to Section 119.0701, Florida Statutes, when Contractor provides services to the City under the terms of the Agreement, Contractor shall comply with the public records laws set forth in Chapter 119, Florida Statutes, and any successor statute. Specifically, Contractor shall:

- Keep and Maintain Public Records that ordinarily and necessarily would be required by the City in order to perform the service provided to the City. Upon request from the City's custodian of public records, promptly provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or otherwise provided by law.
- In addition to Chapter 119, Florida Statutes, Contractor shall retain all project records in compliance with 2 CFR §200.334 and FEMA requirements for a minimum of five (5) years after final closeout of the disaster event or until all audit findings are resolved, whichever is later.
- Ensure that Public Records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed, except as authorized by law.
- Meet all requirements for retaining public records. Upon completion or termination of its duties under the Agreement, Contractor will either transfer all public records in its possession, destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements, or keep and maintain the public records in its possession following all applicable requirements for retaining public records. All records stored electronically must be provided to the City in a format that is compatible with the information technology systems of the City; and unless prohibited by law or governing authority, in the event that Contractor receives a request from any person or entity other than the City for a document, computerized information, audio or videotape,

CD, DVD, or any other record in Contractor possession pursuant to this Agreement, notify the City promptly and submit the request to the City for direction on how to comply with Florida's Public Records Law. Contractor shall allow the City to inspect the requested record to advise Contractor if any material therein is exempt or confidential and therefore subject to redaction.

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

**CITY OF BELLE ISLE CITY CLERK
1600 NELA AVENUE, BELLE ISLE, FLORIDA 32809
TELEPHONE #407-851-7730 | EMAIL yquiceno@belleislefl.gov**

4) TERMS AND CONDITIONS OF CONTRACT

The City has developed standard contracts/agreements. The Contractor shall be required to return a signed standard City contract/agreement contained within this RFP with your submittal. To obtain current information regarding this proposal, visit our Solicitation Posting website at: <https://www.demandstar.com>.

A contract/agreement resulting from this RFP shall be subject to the terms and conditions set forth in a standard City Contract and any terms and conditions included in this RFP. The City reserves the right to include in any contract document such terms and conditions as it deems necessary for the proper protection of the rights of the City. The City will not be obligated to sign any contracts, maintenance and/or service agreements, or other documents provided by the Contractor with their submittal until approved by Council.

The term of this Agreement shall be for a period of up to five (5) years, including optional renewals.

Quantity

The estimated quantity of material to be disposed of is 10,000 cubic yards of yard debris, 5,000 cubic yards construction & demolition debris, and white goods. This is an estimate based on data from previous major events and may vary widely.

The term of this Agreement shall be for a period of up to five (5) years, including optional renewals.

The City may cancel this agreement, either in whole or in part, by giving at least 30 days' prior notice in writing. However, the contractor will not be authorized to exercise this cancellation option.

The City of Belle Isle, Florida, reserves the option to extend the time period of the proposal, including all terms and conditions of the proposal documents. Such time extension will be by mutual agreement in writing.

5) GENERAL TERMS AND CONDITIONS

A) LICENSES

The Contractor is required to possess the correct occupational license, professional license, and any other authorizations inclusive of Federal Emergency Management Agency (FEMA) certification, necessary to carry out and perform the work required by the project pursuant to all applicable Federal, State, and Local Law, Statute, Ordinances, and rules and regulations of any kind.

If required and/or requested, copies of the required licenses must be submitted with the proposal response indicating that the entity proposing, as well as the team assigned to the City account, are properly licensed to perform the activities or work included in the contract documents. A Contractor, with an office within the City is also required to have a business tax receipt. If you have questions regarding required professional licenses and Business Tax Receipt, contact the City Clerk's office at (407) 851-7730.

B) PRINCIPALS/COLLUSION

By submission of this Proposals, the undersigned, as Proposer, does declare that the only person or persons interested in this Bid as principal or principals is/are named therein and that no person other than therein mentioned has any interest in this Bid or in the contract to be entered into; this Bid is made without connection with any person, company or parties making a Bid, and that it is in all respects fair and in good faith without collusion or fraud.

C) TAXES

The City is exempt from paying state and local sales taxes:

Florida Sales & Use Tax Exemption Certificate No. 85-8012621637C-5

D) RELATIONSHIP WITH CITY

It is the intent of the parties hereto that the Contractor shall be legally considered an independent contractor, and that neither the Contractor nor their employees shall, under any circumstances, be considered employees or agents of the City, and that the City shall be at no time legally responsible for any negligence on the part of said Contractor, their employees or agents, resulting in either bodily or personal injury or property damage to any individual, firm, or corporation.

E) TERM CONTRACTS

If funds are not appropriated for the continuance of a term contract to completion, cancellation will be accepted by this Contractor on thirty (30) days' prior written notice.

The City's contractual obligations under this agreement are contingent upon the availability of appropriate funds.

F) OBSERVE ABOVE INSTRUCTIONS

Failure to observe any of the above instructions in this RFP shall be incorporated into the contract between the City and the selected firm, unless otherwise specified in the contract, and conditions may constitute grounds for rejection of your proposal.

G) DEFAULT

As a result of proposals received under this Request, the award of the proposal/contract may be based, in whole or in part, on delivery and specification factors. Accordingly, should the Proposer not meet the delivery deadline(s) set forth in the specifications or should the Proposer fail to perform any of the other provisions of the specifications and/or other contract documents, the City may declare the Proposer in default and terminate the whole or any part of the contract. Upon declaring the Proposer in default and terminating the contract in whole or in part, the City may procure and/or cause to be delivered the equipment, supplies, or materials specified, or any substitutions therefore, and the Proposer will be liable to the City for any excess costs, including but not limited to any reasonable attorney fees should any element of default be litigated in court or disputed in such a manner that requires the services of an attorney, resulting there from. Where the Proposer fails to comply with any of the specifications, except for delivery deadlines, the City may, in its discretion, provide the Proposer with written notification of its intention to terminate for default unless prescribed deficiencies are corrected within a specific period. Such notification will not constitute a waiver of any of the City's rights and remedies hereunder.

H) TERMINATION

Should the Contractor be found to have failed to perform its services in a manner satisfactory to the City, the City may terminate this Agreement immediately for cause; further, the City may terminate this Agreement for convenience with a thirty (30) day written notice. The City shall be the sole judge of non-performance.

This contract may be terminated for cause or for convenience by the City in accordance with 2 CFR Appendix II(B). In the event of termination, the Contractor shall be paid for eligible work performed in compliance with FEMA requirements up to the date of termination.

I) DELIVERY

Time of delivery is of the essence in the performance of the contract, and failure to perform in accordance with the delivery deadline(s) set forth in the proposal document will constitute default. Unless a written extension is obtained from the City prior to the delivery deadline(s), there will be no excuse for untimely performance. The granting and duration of extensions will be subject to the exclusive discretion of the City.

J) LIABILITY

The Contractor will not be held responsible for failure to complete contract due to causes beyond its control, including, but not limited to, work stoppage, fires, civil disobedience, riots, rebellions, Acts of Nature, and similar occurrences making performance impossible or illegal.

K) ACCIDENTS & CLAIMS

The successful proposer shall be held responsible for all accidents and shall indemnify, hold harmless, and protect the City from all suits, claims and actions brought against the City or its officials, representatives, agents, officers, and employees, and all costs, damages, or liabilities to which the City or its officials, representatives, agents, officers, and employees may be put or exposed, for any injury or alleged injury to the person(s) or property(s) of another resulting from negligence or carelessness in the performance of the work, or in protection of the project site, or from any improper or inferior workmanship, or from inferior materials used in the work, or otherwise related to the project. The

Contractor is to restore and/or repair, at the Contractor's cost, all damaged infrastructure back to its pre-existing condition if the damage was caused by the Contractor or Subcontractors. See also Summation and Insurance Requirements.

L) LAWS & REGULATIONS

The successful proposer at all times shall be familiar with and observe and comply with all Federal, State, Local, and Municipal laws, codes, ordinances, rules and regulations which in any manner may apply and those which may be enacted later, or bodies or tribunals having jurisdiction or authority over the work and shall indemnify and save harmless the City of Belle Isle against any claims or liability arising from, or based on, the violation of any such law, ordinance, rule, code, regulation, order, patent infringements or decrees.

All work performed under this Agreement shall comply with all applicable Federal, State, and local laws, rules, and regulations, including but not limited to:

- The Robert T. Stafford Disaster Relief and Emergency Assistance Act
- FEMA Public Assistance Program and Policy Guide (PAPPG), current edition and all applicable updates
- Title 2 of the Code of Federal Regulations (2 CFR) Part 200 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards)
- All FEMA policies, guidance documents, fact sheets, and Disaster-Specific Guidance (DSG) applicable at the time of the disaster event
- Florida Division of Emergency Management (FDEM) policies and procedures

Contractor acknowledges that FEMA requirements may change during the course of a disaster recovery operation and agrees to comply with all applicable requirements in effect at the time the work is performed.

The successful proposer is assumed to have made itself familiar with all Federal, State, Local, and Municipal laws, codes, ordinances, rules, and regulations which in any manner affect those engaged or employed in the work, or the materials or equipment used in or upon the work, or in any way affect the work. No plea of misunderstanding will be considered an excuse for the ignorance thereof.

In the event any situation is brought to mediation or a court of law, the venue shall be the County of Orange, in the State of Florida, where all laws, regulations, ordinances, codes, and rules shall be used in the adjudication.

All responses, questions, and conversations are public information, including any literature or handouts at any subsequent presentations. All submittals are subject to the Florida Public Records Act, F.S. 119. The tender of a bid authorizes the release of all your company's information as submitted.

M) FEDERAL PROCUREMENT AND FEMA COMPLIANCE REQUIREMENTS

This procurement and any resulting contract are subject to all applicable Federal laws, regulations, executive orders, and FEMA policies governing disaster assistance funding, including but not limited to:

City of Belle Isle

RFP 2026-02: Emergency Debris Monitoring Services

- *The Robert T. Stafford Disaster Relief and Emergency Assistance Act*
- *2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*
- *Appendix II to 2 CFR Part 200 – Contract Provisions for Non-Federal Entity Contracts Under Federal Awards*
- *FEMA Public Assistance Program and Policy Guide (PAPPG), current edition*

The Contractor agrees to comply with all federal requirements applicable to work funded in whole or in part by FEMA Public Assistance.

N) E-VERIFY

Qualified firms submitting a proposal in response to this ITB are responsible for providing all professional services described herein, whether directly or through the use of subcontractors or sub-consultants. The City reserves the right to approve or deny the use of any sub-consultants or subcontractors. Prior to the employment of any person performing services under this contract, the Contractor shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of: (a) all employees within the State of Florida that are hired by the Contractor after the execution of the contract who are providing labor under the contract during the contract term; and, (b) all employees within the State of Florida of any of the Contractor's sub-consultants that are hired by those sub-consultants after the execution of the contract who are providing labor under the contract during the contract term. Please refer to USCIS.gov for more information on this process.

O) ASSIGNMENT

The Contractor(s) shall not assign, transfer, convey, sublet, or otherwise dispose of this contract, or of any or all of its rights, or interest therein, or his or its power to execute such contract to any person, company or corporation without prior written consent of the City.

P) LOBBYING

All firms are hereby placed on NOTICE that the City does not wish to be lobbied, either individually or collectively about a matter for which a firm has submitted a Proposals. Firms and their agents are not to contact members of the City Council for such purposes as meetings or introductions, luncheons, dinners, etc. During the process, **from Proposal announcement to final Council approval**, no firm or their agent shall contact any other employee of the City in reference to this Bid, with the exception of the City Clerk. Failure to abide by this provision may serve as grounds for disqualifying the firm from the award of this contract.

Q) SINGLE PROPOSAL

Each Proposer must submit, with their bid, the required signed contract/agreement and all forms included in this RFP. Only **one** bid from a legal entity as a primary will be considered. A legal entity that submits a bid as a primary or as part of a partnership or joint venture, submitting as primary, may not then act as a sub-CONTRACTOR to any other firm submitting under the same RFP. If a legal entity is not submitting as a primary, or that legal entity may not act as a sub-CONTRACTOR to any other firm or firms submitting under the same RFP, nor act as part of a partnership or joint venture to the primary. All submittals in violation of this requirement will be deemed non-responsive and rejected from further consideration.

R) PROTEST PROCEDURES

Any appeal or protest to the Request for Bid shall be governed by the City of Belle Isle's Purchasing Policy Manual.

S) PUBLIC ENTITY CRIME STATEMENT

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a proposal on a contract to provide any goods or services to a public entity, may not submit a proposal on a contract with a public entity for the construction or repair of a public building or public work, may not submit proposals on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section §287.017, Florida Statutes, for CATEGORY TWO, for a period of 36 months from the date of being placed on the convicted vendor list.

In submitting a proposal to the City of Belle Isle, the proposer offers and agrees that if the proposal is acceptable, the proposer will convey, sell, assign or transfer to the City of Belle Isle all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of Florida for price fixing relating to the particular commodities or services purchased or acquired by the City of Belle Isle. At the City of Belle Isle's discretion, such assignment shall be made and become effective at the time the purchasing agency tenders final payment to the proposer.

T) DRUG-FREE WORKPLACE PROGRAM REFERENCE

In Accordance with Section §287.087, Florida Statutes, preference shall be given to businesses with drug-free workplace programs. Whenever two or more proposals, which are equal with respect to price, quality, and service, are received by the State or by any political sub-Department for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process.

In order to have a drug-free workplace program, a business shall comply with the requirements as established in the statute. If your business complies with these requirements and would like to be given preference in the event of a tie bid/proposal, the vendors will be asked to complete a "Drug-Free Workplace Program Certification Form". The bidder is not required to complete the form at this time.

U) CONFLICT OF INTEREST

Proposer shall complete the Conflict of Interest Affidavit included as an attachment to this **RFP** document. Disclosure of any potential or actual conflict of interest is subject to City staff review and does not, in and of itself, disqualify a firm from consideration. These disclosures are intended to identify and/or preclude conflicts of interest during contract selection and execution.

In addition to City policy, Contractor shall comply with 2 CFR §200.318(c)(1) regarding conflicts of interest in federally funded procurements.

V) PROHIBITION OF GIFTS TO CITY EMPLOYEES

No organization or individual shall offer or give, either directly or indirectly, any favor, gift, loan, fee, service, or other item of value to any City employee, as set forth in Chapter 112, Part III, Florida Statutes, the current City Ethics Ordinance, and City Administrative Policy. Violation of this provision may result in one or more of the following consequences: a. Prohibition by the individual, firm, and/or any employee of the firm from contact with City staff for a specified period of time; b. Prohibition by the individual and/or firm from doing business with the City for a specified period of time, including but not limited to: submitting bids, **RFP**, and/or quotes; and, c. immediate termination of any contract held by the individual and/or firm for cause

W) IMMIGRATION REFORM AND CONTROL ACT

Proposer acknowledges, and without exception or stipulation, that any firm(s) receiving an award shall be fully responsible for complying with the provisions of the Immigration Reform and Control

Act of 1986 as located at 8 U.S.C. 1324, et seq., and regulations relating thereto, as either may be amended. Failure by the awarded firm(s) to comply with the laws referenced herein shall constitute a breach of the award agreement, and the City shall have the discretion to unilaterally terminate said agreement immediately.

X) INVOICING AND PAYMENT

All payment procedures shall be governed by the applicable Payment provisions contained within the Scope of Work. Invoices shall be submitted to the Finance Department at the address provided in this solicitation or emailed to trichardson@belleislefl.gov. Payment is contingent upon satisfactory performance, proper documentation, and compliance with all contract requirements. The City shall not be responsible for payment of costs determined to be ineligible for reimbursement by FEMA, FDEM, FHWA, or other funding agencies due to Contractor noncompliance. When applicable, payment shall be made in accordance with the Florida Prompt Payment Act (Florida Statutes §218.70–218.80). Nothing herein shall obligate the City to make payment in advance of services performed or documentation approved.

When applicable, the City is subject to Florida’s Prompt Payment Act (see Florida Statutes, Section §218.70-218.80).

Eligible Work	Ineligible Work
<ul style="list-style-type: none"> • ROW debris clearance 	<ul style="list-style-type: none"> • Cosmetic cleanup
<ul style="list-style-type: none"> • Vegetative debris hauling 	<ul style="list-style-type: none"> • Private property debris without ROE
<ul style="list-style-type: none"> • Eligible hazardous tree removal 	<ul style="list-style-type: none"> • Stump grinding or shaving
<ul style="list-style-type: none"> • FEMA-approved stump extraction 	<ul style="list-style-type: none"> • Non-disaster related debris
<ul style="list-style-type: none"> • C&D debris removal 	<ul style="list-style-type: none"> • Commingled debris
<ul style="list-style-type: none"> • White goods removal with refrigerant recovery 	

All work outside this Exhibit is performed at the Contractor's risk and is not guaranteed payment.

6) INSURANCE REQUIREMENTS SPECIFICATIONS

A) ENSURE COVERAGE AND LIMITS

To assure that the bidder has the insurance specified, the bidder should transmit this “Insurance Requirement Specifications” section, in its entirety, to their insurance agent(s) prior to submitting a proposal. The insurance agent should review the insurance specified. The insurance agent should inform the bidder if the bidder does not meet the insurance requirements and provide the bidder with an estimated cost to secure the required insurance. The bidder should include the cost to secure additional insurance in their proposal price. By submission of a proposal to the City, the bidder has or agrees to obtain the insurance specified, if the bidder is awarded the proposal. Insurance Requirements for this bid are Level 1, as described in the City of Belle Isle Insurance requirements for Goods and Services, accompanying this document as Summation and Insurance Requirement. All policies are to be considered primary to City coverage and shall not contain co-insurance provisions. Policies other than Worker’s Compensation shall be issued only by companies authorized by maintaining certificates of authority issued to the companies by the Department of Insurance of the State of Florida to conduct business in the State of Florida, and which maintains a Rating of “A” or better according to the A.M. Best Company. Policies for Worker’s Compensation may be issued by companies authorized as a group self-insurer by F.S. 440.57. All limits are per occurrence and must include Bodily Injury and Property Damage. An insurance carrier must issue all policies with a financial stability that is acceptable to the City Manager or Designee.

B) EXCEPTIONS

Any exceptions to the insurance requirements and limits must be noted as instructed herein.

C) CITY AS ADDITIONAL INSURED

The appropriate policies are to be endorsed to include the City of Belle Isle as an additional Insured.

D) CANCELLATION CLAUSE

Each insurance policy required on this Contract/Agreement shall provide that coverage shall not be canceled, except with notice to the Entity (City of Belle Isle). In the event the insurance coverage expires prior to the completion of the contract, a renewal certificate shall be issued thirty (30) days prior to the said expiration date. The policy shall provide a thirty (30)-day notification clause in the event of cancellation or modification to the policy. If direct notice of cancellation or policy modification to the Additional Insured by the agent or insurer is not a specific policy provision or violates any terms or conditions of the policy, the Contractor MUST transmit a copy of the insurer's cancellation notice to the City Clerk within 2 business days of receipt.

E) CERTIFICATE OF INSURANCE

The successful proposer will be required to provide, within ten (10) days after Notice of Award, to the City Clerk, a Certificate of Insurance demonstrating that the successful bidder is carrying sufficient insurance at the established limits in Summation and Insurance Requirement.

The City Manager or Designee shall review the Certificate of Insurance for the determination of adequate coverage. Services will not be ordered or officially commenced until the Certificate has been received and approved by the City Manager.

Item/Service will not be ordered until the Certificate has been received and approved by the City Manager.

The Contractor shall, at its sole cost and expense, procure and maintain throughout the term of this contract, Comprehensive General Liability and Workers' Compensation insurance, including Employer Liability insurance, with minimum policy limits of \$1,000,000 Combined Single Limits, or to the extent and in such amounts as required and authorized by Florida law, and will provide endorsed certificates of insurance generated and executed by a licensed insurance broker, brokerage or similar licensed insurance professional evidencing such coverage, and naming the City as a named, additional insured, as well as furnishing the City with a certified copy, or copies, of said insurance policies. Certificates of insurance and certified copies of these insurance policies must accompany this signed contract. Said insurance coverages procured by the Contractor as required herein shall be considered, and the Contractor agrees that said insurance coverages it procures as required herein shall be considered, as primary insurance over and above any other insurance, or self-insurance, available to the City, and that any other insurance, or self-insurance available to the City shall be considered secondary to, or in excess of, the insurance coverage(s) procured by the Contractor as required herein. Nothing herein shall be construed to extend the City's liability beyond that provided in section 768.28, Florida Statutes.

The successful proposer and any subcontractors of the vendor shall require their insurance carriers, with respect to all insurance policies, to waive all rights of subrogation against the City. The successful proposer shall submit certificates or other documentation evidence to the City with the signed agreement, attesting to insurance coverage for Worker's Compensation Insurance as required by the Florida Statutes, Public Liability, Property Damage Insurance, Professional Liability Insurance (when applicable) in the amount of \$1,000,000, and other requirements, as summarized on and in the amounts specified in the Summation of Insurance Requirements.

The City of Belle Isle shall be named as an ADDITIONAL NAMED INSURED on all certificates and policies pertaining to this project. Insurance companies must be licensed to do business in the State of Florida with a Best's Key Rating Guide rate of no less than A. This information will be verified in the City's discretion, and it may be grounds for disqualification if the information is not in order.

Certificate of Insurance – Certificate of all insurance required from the contractor shall be filed with the City of Belle Isle as the Certificate Holder before operations are commenced. The insurance indicated on the Certificate shall be subject to its approval for adequacy and protection. The certificate will state the types of coverage provided, limits of liability, and expiration dates. The City of Belle Isle shall be identified as an Additional Named Insured for each type of coverage required. The required certificates of insurance may refer specifically to this contract and section and the above paragraphs in accordance with which such insurance is being furnished and may state that such insurance is required by such paragraphs of this contract.

The contractor shall provide a Certificate of Insurance to the City with a thirty (30) day notice of cancellation. In addition, the City of Belle Isle will be shown as Additional Named Insured, with a Hold Harmless Agreement in favor of the City, where applicable. The certificate should also indicate City where applicable. The certificate should also indicate if coverage is provided under a “claims made” or “per occurrence” form. If any cover is provided under a claim made form, the certificate will show a retroactive date, which should be the same date of the contract (original if the contract is renewed) or prior. If the initial insurance expires prior to the completion of the work, renewal certificates and/or required copies of policies shall be furnished thirty (30) days prior to the date of their expiration.

F) INDEMNIFICATION

The Contractor shall defend, indemnify and hold harmless the City and all of the City’s officers, agents, and employees from and against all claims, liability, loss and expense, including reasonable costs, collection expenses, attorneys’ fees, and court costs which may arise because of the negligence (whether active or passive), misconduct, or other fault, in whole or in part (whether joint, concurrent, or contributing), of the Contractor, its officers, agents or employees in performance or nonperformance of its obligations under the Agreement. The Contractor recognizes the broad nature of this indemnification and hold harmless clause, as well as the provision of a legal defense to the City when necessary, and voluntarily makes this covenant and expressly acknowledges the receipt of such good and valuable consideration provided by the City in support of these indemnification, legal defense and hold harmless contractual obligations in accordance with the laws of the State of Florida. This clause shall survive the termination of this Agreement. Compliance with any insurance requirements required elsewhere within this Agreement shall not relieve the Contractor of its liability and obligation to defend, hold harmless, and indemnify the City as set forth in this article of the Agreement.

Contractor acknowledges that payment by the City does not guarantee eligibility for reimbursement by FEMA, FDEM, or any other funding source. Contractor further acknowledges that work performed outside FEMA eligibility requirements, including but not limited to ineligible debris, improper documentation, noncompliant work practices, or unreasonable costs, may not be reimbursed.

Contractor agrees that it shall not seek additional compensation from the City for any work determined to be ineligible for FEMA reimbursement due to Contractor’s actions, omissions, noncompliance, or failure to follow FEMA, State, or City directives.

Nothing herein shall be construed to extend the City’s liability beyond that provided in section 768.28, Florida Statutes.

The successful proposer hereby agrees to indemnify and hold harmless the City of Belle Isle, and its officials, representatives, agents, officers, and employees from and against all claims for infringement of any United States Patent and all other claims, damages, losses and expenses (including without limitation costs of defending the same and attorney's fees) arising out of or resulting from the performance of the work, furnishing of services, or furnishing of materials, goods, or equipment (including but not limited to claims regarding defects in materials, goods or equipment) which is caused in whole or in part by any breach of contract, act, or omission of the successful bidder, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable. The successful proposer shall indemnify and hold harmless the City of Belle Isle from and against any and all claims against the City, or any of its officials, representatives, agents, officers, and employees, by any employee of the successful proposer or of any subcontractor. The indemnification obligation under this clause shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the contractor or any subcontractor under any Worker's Compensation Act, Disability Benefit Act, or other Employee Benefit Act.

G) SUMMATION AND INSURANCE REQUIREMENT

Level 1 – Low/Moderate - Insurance Requirement: Low chance of loss where minor injuries or property damage could occur. The potential for frequent or multiple claims is low. Contact primarily with City employees. Activities not in the public realm. The project will not exceed 180 calendar days, and the cost will not exceed \$1,000,000. No unusual or high hazards present.

COMMERCIAL GENERAL LIABILITY (CGL)

\$1,000,000 each occurrence

\$2,000,000 general aggregate

\$2,000,000 products and completed operations/services

\$100,000 damage to rented premises.

An additional insured endorsement is required, naming the City of Belle Isle as an additional insured and the certificate holder. Insurance must be written on an occurrence form and shall include bodily injury and property damage liability for premises, operations, independent contractors, products, and completed operations, contractual liability, broad form property damage, and property damage resulting from an explosion, collapse, or underground exposures, personal injury, and advertising injury. Must include a Waiver of Subrogation.

COMMERCIAL AUTO LIABILITY

\$1,000,000 each accident for property damage \$1,000,000 bodily injury with a combined single limit of \$2,000,000

Must include contractual liability coverage. Coverage must include all owned, non- owned, and hired vehicles. (Additional insured endorsement is required.)

WORKERS' COMPENSATION INSURANCE

All state and federal statutory limits apply.

\$1,000,000 per accident

\$1,000,000 per employee

\$1,000,000 per policy limit

The policy must include employer's liability and include a Waiver of Subrogation.

7) INSTRUCTIONS FOR PROPOSALS

A) COMPLIANCE WITH THE RFP

Bids must be in strict compliance with this RFP. Failure to comply with all provisions of the RFP may result in the disqualification of Proposals.

B) PREPARATION OF PROPOSALS

The Proposer is solely responsible for reading and completely understanding the proposal documents and attachments (if any). Failure to do so will be at the Proposer's risk. All proposals accepted by the City are subject to the City's terms and conditions, and any and all additional terms and conditions submitted by the proposers are rejected and shall have no force and effect except as otherwise provided herein. Proposals must be submitted on the attached Proposal Form. The Proposal Form is a mandatory form to ease bid tabulation and analysis; however, additional supportive forms can accompany it. Proposals submitted in any other format will be disqualified. Each Proposer will furnish the information required on the Proposal Form and each accompanying sheet thereof on which an entry is required. All prices and blank spaces in the Proposal Form and accompanying sheets must be filled in legibly and correctly.

An officer or representative who has official authorization to sign proposals MUST sign the Proposal Form. All proposals must be signed with the firm name and by a responsible officer or employee. Obligations assumed by such signatures must be fulfilled. If the proposal is made by an individual, they must sign their name therein and state their business address and the name and address of every other person interested in the proposal as principal. If the proposal is made by a firm or partnership, its name and business address must be stated, as well as the name and address of each member of the firm or partnership. If the proposal is made by a corporation, the proposals must be signed by some authorized officer or agent, subscribing the name of the corporation with their own name, and affixing the corporation's seal. An unsigned proposal is not a valid offer; therefore, failure to sign in the space provided on the Proposal Bid Form will result in the proposal being considered nonresponsive and the proposal rejected. It is not a minor technicality, which the City reserves the right to waive.

C) ACKNOWLEDGMENT OF INSURANCE REQUIREMENTS

By signing the Insurance Requirements included in this RFP, Proposer acknowledges these conditions include Insurance Requirements.

It should be noted by the Proposer that, in order to meet the City's requirements, there may be additional insurance costs to the Proposer's firm. It is, therefore, imperative that the proposer discuss these requirements with the Proposer's insurance agent, as noted on the Insurance Check List, so that allowances for any additional costs can be made by the Proposer.

The Proposer's obligation under this provision shall not be limited in any way by the agreed upon contract price, or the Proposer's limit of, or lack of, sufficient insurance protection.

Proposer also understands that the evidence of required insurance may be required within five (5) business days following notification of its offer being accepted; otherwise, the City may rescind its acceptance of the Proposer's proposals.

The specific insurance requirements for this solicitation are included as part of this solicitation.

D) ACKNOWLEDGMENT OF BONDING REQUIREMENTS

Professional Services Determination

The services contemplated under this RFP constitute professional services related to oversight, documentation, and compliance monitoring of disaster debris operations. The contract does not involve construction or facility improvement work as defined under federal procurement regulations.

Bonding

In accordance with 2 CFR Part 200 and applicable Florida law, performance and payment bonds are generally required for construction contracts. Because this Agreement is for professional monitoring services and does not involve public construction, bonding is not required.

The City has determined that requiring a performance bond for debris monitoring services is not customary industry practice and is not necessary to protect the City's interests, provided that appropriate insurance coverage is maintained.

Insurance in Lieu of Bonding

In place of bonding, the Contractor shall maintain the following insurance coverage throughout the term of the Agreement and any activation period:

1. Commercial General Liability Insurance
2. Workers' Compensation Insurance (as required by Florida law)

3. Automobile Liability Insurance (if vehicles are utilized)
4. Professional Liability (Errors and Omissions) Insurance in an amount not less than \$1,000,000 per claim

The Professional Liability policy shall cover errors, omissions, documentation deficiencies, and negligent performance of monitoring services.

City Protection

The Contractor shall be responsible for damages, losses, or reimbursement disallowances arising from negligent performance, failure to properly document debris operations, or failure to comply with FEMA Public Assistance requirements. The City reserves the right to require increased insurance limits upon activation if warranted by the scale of operations.

E) PROPOSAL OPENING

Immediately following the proposal due date and time, a public proposal opening will take place at the City of Belle Isle City Hall on Wednesday, April 8, 2026, at 3 p.m. Located at 1600 Nela Avenue, Belle Isle, FL 32809.

[THIS SECTION WAS INTENTIONALLY LEFT BLANK]

F) PROPOSAL RESULTS/TABULATIONS

Proposers can attend the public proposal opening to obtain instantaneous proposal amounts/ tabulation. Proposal amounts announced are subject to change due to math errors made by Proposers. Due to limited staff, time, workload and budget restraints, City staff will not give proposal results over the phone. To obtain this information, see above paragraph entitled "Proposal Updates/ Status of Proposal".

G) DELIVERY

Time of delivery is of the essence in the performance of the contract, and failure to perform in accordance with the delivery deadline(s) set forth in the proposal document will constitute default. Unless a written extension is obtained from the City prior to the delivery deadline(s), there will be no excuse for untimely performance. The granting and duration of extensions will be subject to the exclusive discretion of the City.

H) EVALUATION OF PROPOSALS (PROCEDURE)

The City's procedure for selection is as follows:

1. The City Manager shall approve an Evaluation Committee to review all Proposals submitted in accordance with the Statutes. There shall be a minimum of three members of the committee, but always an odd number.
2. All evaluation committee members shall review the Request for Proposals (**RFP**) issued.
3. After the closing of a Proposal, the staff shall review the Proposals received and verify whether each Proposal appears to be minimally responsive to the requirements of the published **RFP**.
4. Each committee member shall review each Proposal individually and score each Proposal based on the evaluation criteria stated herein.
5. The committee will compile individual rankings, based on the evaluation criteria as stated herein, for each Proposal to determine committee recommendations. The committee will endeavor to make a final decision based on the information provided in the submitted Proposal. The final recommendation will be decided based on the review of scores and the consensus of the committee.
6. The Evaluation Committee meeting to review proposals shall be open to the public and will be conducted at the City Hall Chambers at 1600 Nela Avenue, Belle Isle, Florida, on April 27, 2026, at 10 AM.

The City reserves the right to withdraw this RFP at any time and for any reason, and to issue such clarifications, modifications, and/or amendments as it may deem appropriate.

Receipt of a Proposal by the City or a submission of a Proposal to the City offers no rights upon the Proposer nor obligates the City in any manner.

Acceptance of the Proposal does not guarantee issuance of any other governmental approvals.

I) AMBIGUITY, CONFLICT, OR OTHER ERRORS IN THE RFP

If a Proposer discovers any ambiguity, conflict, discrepancy, omission, or other error in the RFP, Proposer shall immediately notify the City Clerk, noted herein, of such error in writing and request modification or clarification of the document. The City Clerk will make modifications by issuing a written addendum/revision and will give written notice to all parties who have received this RFP from the City Clerk.

The Proposer is responsible for clarifying any ambiguity, conflict, discrepancy, omission, or other error in the RFP prior to submitting the Proposal, or it shall be waived.

J) PROPOSALS, PRESENTATION, AND PROTEST COSTS

The City will not be liable in any way for any costs incurred by any proposer in the preparation of its Proposal in response to this RFP, nor for the presentation of its Proposal and/or participation in any discussions, negotiations, or, if applicable, any protest procedures.

K) EXCEPTIONS TAKEN TO SPECIFICATIONS

In the event you elect to bid but must take exceptions to the proposal specifications, the Proposer will be required to make a notation on the particular specification that does not conform to the minimum requirement. Notation will be in the form of marking through the particular specification, taking exception to, and indicating the true specification of the item, either on the same page the specification is listed or on the proposer's company letterhead. Only those pages that the Proposer is taking exception should be returned with the Bid Proposal Form.

L) ACCEPTANCE OR REJECTION OF PROPOSALS

The right is reserved by the City to waive any irregularities in any Proposal, to reject any or all Proposals, to re-solicit for Proposals, if desired, and upon recommendation and justification by the City, to accept the Proposal which, in the judgment of the City is deemed the most advantageous for the public and the City.

Any Proposal which is incomplete, conditional, obscured or which contains irregularities of any kind, may be cause for rejection. In the event of default of the successful proposer, or their refusal to enter into the City contract, the City reserves the right to accept the Proposal of any other proposer or to re-advertise using the same or revised documentation, at its sole discretion.

M) REJECTION OF IRREGULAR PROPOSALS

Proposals will be considered irregular and may be rejected if they show omissions, alterations of form, additions not called for, conditions, limitations, unauthorized alternate proposals, or other irregularities of any kind. The City reserves the right to waive any informalities or irregularities of proposals, or to reject any or all proposals.

N) QUALIFICATIONS OF PROPOSERS

The City reserves the right, before awarding the Proposal, to require a Proposer to submit such evidence of this qualification as it may deem necessary and may consider any evidence available to it of the financial, technical, and other qualifications and abilities of a Proposer. Proposers are required to show that they have had experience in work of the same or similar nature and that their organization has been in formal existence and engaged in similar type work for not less than three (3) years. Proposer must be currently doing business with the general public, currently serving a minimum of three (3) commercial or governmental accounts equal in size and scope to this project, and be properly licensed to do business in the State of Florida. The Contractor must have a minimum of three (3) years of experience in emergency debris hauling and disposal work throughout a municipality.

All debris monitoring personnel shall be trained in FEMA debris monitoring procedures, documentation standards, and eligibility requirements, including familiarity with FEMA PAPPG debris eligibility categories, right-of-way requirements, and private property debris removal restrictions.

The Representative or Supervisor can perform the same duties as the other personnel employed by the contractor, but must be available to address any questions or problems that arise during all work hours. The Contractor cannot assign more than two personnel as the representatives and/or supervisors.

Contractor will be responsible for providing the City of Belle Isle with background checks of their employees and ensuring that their employees are issued with identification badges to be worn at all times when on City property.

O) DISQUALIFICATION OF PROPOSERS

Any of the following causes may be considered as sufficient for the disqualification of a Proposer and the rejection of his/ her Proposal:

- Failure to sign the Proposal Bid Form
- Failure to submit a valid Bid Guarantee
- Submission of more than one proposal for the same work by an individual, firm, partnership, or corporation under the same or different names.
- Evidence of collusion among proposers.
- Previous participation in collusive bidding on work for the City of Belle Isle, Florida.
- Submission of an unbalanced proposal in which the prices bid of some items are out of proportion to the prices for other items.
- Lack of competency of Proposer. The contract will be awarded only to a Proposer rated as capable of performing the work. The City may declare any Proposer ineligible at any time during the process of receiving bids or awarding the bid where developments arise which, in the opinion of the City, adversely affect the Proposer's responsibility; however, the Proposer will be given an opportunity by the City to present additional evidence before final action is taken.
- Lack of responsibility as shown by past performance.
- Unsatisfactory Performance/Uncompleted work for which the Proposer is committed by contract which, in the judgment of the City, might hinder or prevent the prompt delivery and/or completion of the work under this proposal if awarded to such Proposer.
- Being in arrears on any of his/her existing contracts with the City, or in litigation with the City, or having defaulted on a previous proposal and/or contract with the City.

The City may declare any Proposer ineligible at any time during the process of receiving proposals or awarding the proposal where developments arise which, in the opinion of the City, adversely affect the Proposer's responsibility; however, the Proposer will be given an opportunity by the City to present additional evidence before final action is taken.

The City of Belle Isle reserves the right to disqualify proposals, before or after opening, upon evidence of collusion with intent to defraud or other illegal practice upon the part of the proposer (See Non-Collusion Affidavit form). Proposer also warrants that no one was paid or promised a fee, Council, gift, or any other consideration contingent upon receipt of an award for the services or product(s) and/or supplies specified herein.

P) REQUESTS FOR CLARIFICATION OF PROPOSALS

Requests by the City Clerk to a proposer(s) for clarification of Proposals(s) shall be in writing. Proposer's failure to respond to request for clarification may deem proposer to be non-responsive and may be just cause to reject its Proposal.

Q) RESERVED RIGHTS OF THE CITY

The City may award any item or group of items or any bid, unless the Proposer qualifies their proposal by specific limitations. Except as otherwise required under Florida law, the City reserves the right to accept and award or reject any or all proposals, with or without cause, to waive technicalities, or to accept the proposal which, in its judgment, best serves the interest of and is the best value to the City.

R) WITHDRAWAL OR CORRECTION OF PROPOSALS

Proposals may be withdrawn or corrected prior to the due date and time by written request dispatched by the Proposer and received in DemandStar before the time for receiving proposals has expired. After the proposal due date and time, a Proposer cannot withdraw or correct a proposal. Negligence on the part of the Proposer in preparing a proposal is not grounds for withdrawal or modification of a proposal after the proposal due date and time and the proposal submitted must be in force for 65 calendar days after opening. Proposers may not assign or otherwise transfer their proposal.

S) VALIDITY OF PROPOSALS

No Proposal can be withdrawn after it is filed unless the Proposer makes their request in writing to the City prior to the time set for the closing of Proposals.

All Proposals shall be valid for a period of one hundred eighty (180) days from the date of submission to accommodate evaluation and selection process.

T) RESPONSE FORMAT

1. The Proposal shall be deemed an offer to provide services to the City. In submitting a Proposal, the Proposer declares that they understand and agree to abide by all specifications, provisions, terms, and conditions of same, and all ordinances and policies of the City. The Proposer agrees that if the contract is awarded to him/her, he/she will perform the work in accordance with the provisions, terms, and conditions of the contract.
2. To facilitate the fair evaluation and comparison of Proposals, all Proposals must conform to the guidelines set forth in this RFP.
3. Any portions of the Proposal that do not comply with these guidelines must be so noted and explained in the Acceptance of Conditions section of the Proposal. However, any Proposal that contains such variances may be considered non-responsive.
4. Proposals should be prepared simply and economically, providing a straightforward, concise description of the Proposer's approach and ability to meet the City's needs, as stated in the RFP.
5. All electronic copies of the Proposal should be bookmarked and tabbed.

The items listed below shall be submitted with each Proposal and should be submitted in the order shown. Each section should be clearly labeled, with pages numbered and separated by tabs. Failure by a proposer to include all listed items may result in the rejection of its Proposal.

Title Page: REQUEST FOR PROPOSAL # 2026-02 – EMERGENCY DEBRIS MONITORING SERVICES

Table of Contents

Tab I - Management Summary:

Provide a cover letter, signed by an authorized officer of the firm, indicating the underlying philosophy of the firm in providing the services stated herein. Include the name(s), telephone number(s), and email(s) of the authorized contact person(s) concerning the proposal. Submission of a signed Proposal is the Proposer's certification that the Proposer will accept any awards made to them as a result of said submission of the terms contained therein.

Tab II - Letter of Transmittal:

A signed letter of transmittal briefly stating proposers understanding of the work to be done, the projected timetable for completion of study and statements why the proposer believes they are the best qualified to perform this project.

Tab III - Company History:

Provide a brief history of the firm, including the number of years in business, organizational structure, and a list of personnel to be assigned to this project.

Tab IV – Qualification:

Provide professional credentials, certifications, and experience of the firm and each of the personnel who will work on this project (include resumes).

Tab V - Scope Response:

Describe your understanding of the scope of services and the City’s needs and any specialized skills that is available from your firm.

Tab VI - Approach to Project:

Provide a narrative description outlining the methods of mobilization/operation plans, operational structure, and services to be provided. This description should fully and completely demonstrate the Respondents’ intended methods for servicing the requirements of the RFP. Respondents may offer alternative solutions/options to achieve the successful completion of the scope of services detailed herein.

Tab VII - References:

Provide a listing of all previous customers during the past five years for all work of similar size and scope. The services provided to these clients should have characteristics as similar as possible to those requested in this RFP.

Information provided for each client shall include the following:

- Client name, address, and current telephone number
- Description of services provided.
- Time period of the project or contract.
- Client’s contact reference name, email, and current telephone number.

Failure to provide complete and accurate client information, as specified here, may result in the disqualification of your Proposal.

The City reserves the right to contact any and all references to obtain ratings for the performance indicators as indicated in the Competitive Solicitation Reference Questionnaire included in Section 8: All Required Forms.

A uniform sample of references will be checked for each Proposer. Proposers will be scored on a scale of 1 to 10, with 10 being the highest possible score. This score will also be used in determining the score to be given to the “past performance” evaluation factor for each Proposal.

Tab VIII - Statement of Litigation:

Provide a list of current litigations, outstanding judgments, and liens, if any, against the firm or personnel to be assigned to this project, or that may have been filed in the last five (5) years.

Tab IX - Financial Statement:

Provide a statement reflecting the financial position of the firm. Tab X –

Documents:

Professional Certifications/Licenses Tab

XI – Required Forms:

See Section 8 of this document.

Tab XII - Price Proposal Form – (The form included in this RFP document must be used):

The proposal should provide the total, all inclusive, maximum fees for this project. The fee should include all direct and indirect costs, including out-of-pocket expenses. If additional work is requested that is outside the Scope of Services of this project, the City of Belle Isle reserves the right to negotiate a fixed fee for such services.

Calculation of points for cost will be completed as described in the following EXAMPLE. Lowest Cost Proposed with a weighted multiplier of 85% of an available 100% total value (85 points):

EXAMPLE

	PROPOSAL COST	LOWEST COST PROPOSED	% OF LOW	MULTIPLIER	TOTALPOINTS ASSIGNED
Company #1	\$100,000.00	\$100,000.00	100.0%	85	85.0
Company #2	\$108,000.00	\$100,000.00	92.6%	85	78.7
Company #3	\$120,000.00	\$100,000.00	83.3%	85	70.8

U) PROPOSALS EVALUATION COMMITTEE AND EVALUATION FACTORS

All Proposals will be subject to a review and evaluation process. It is the intent of the City that all proposers responding to this RFP, who meet the requirements, will be ranked in accordance with the criteria established in these documents. The City will consider all responsive and responsible Proposals received in its evaluation and award process. For evaluation purposes, the term “Responsible” means: A business entity or individual who is fully capable of meeting all the requirements of the solicitation and subsequent contract. Must possess the full capability, including financial and technical, to perform as contractually required and be able to fully document the ability to provide good faith performance. Proposals shall include all the information solicited in this RFP, and any additional data that the offeror deems pertinent to the understanding and evaluation of the Proposal. Proposers will

City of Belle Isle

RFP 2026-02: Emergency Debris Monitoring Services

provide their best price and cost analysis and should not withhold any information from the written response in anticipation of presenting the information orally or in a demonstration, since oral presentations or demonstrations may not be solicited. Each proposer will be ranked based on the criteria herein addressed.

Proposers submitting the required criteria will have their Proposal evaluated by an evaluation committee and scored for the non-price factors, including technical response, proposal, and experience. Weights for cost will not be assigned by the evaluation committee. Some exceptions may apply depending on the complexity of the project's scope of work.

During the evaluation process and at the sole discretion of the City, requests for clarification of one or more proposer submittals may be conducted. This request for clarification may be performed by the City in a written format or through scheduled oral interviews. Such clarification request will provide proposers with an opportunity to answer any questions the City may have on a proposer's submittal.

Submissions will be evaluated on a total score basis, with a maximum score of one hundred (100) points. The following criteria will be used in the evaluation process to determine the successful respondent(s):

	Maximum Points
Summary of Qualifications <ul style="list-style-type: none">• Qualifications of Firms and Key Personnel• Experience of Firms and Key Personnel• Past Performance	30
Ability to respond with sufficient personal and equipment	30
Scope Response and Approach to Event/Project	30
Proposal pricing	10
TOTAL POINTS	100

In Accordance with Section 287.087, Florida Statutes, preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids, which are equal with respect to price, quality, and service, are received by the State or by any political sub-Department for the procurement of commodities or contractual services, a proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process.

In order to have a drug-free workplace program, a business shall comply with the requirements as established in the statute. If your business complies with these requirements and would like to be given preference, in case of a tie bid/proposal, then the vendors will be asked to complete a "Drug-Free Workplace Program Certification Form". The bidder is **not required** to complete the form at this time.

Tie Breaker: In the event of a tie (with each business certifying that it is a Drug-Free Workplace), both in individual scoring and in final ranking, the firm with the lowest volume of work on City projects within the last five (5) years will receive the higher individual ranking. This information will be based on information provided by the Proposer, subject to verification at the City's option. If there is a multiple firm tie in either individual scoring or final ranking, the firm with the lowest volume of work shall receive the higher ranking, the firm with the next lowest volume of work shall receive the next highest ranking, and so on. If neither vendor has performed work in the last five years, the preference will be given to the Proposer with a principal office within the city limits or the Proposer's principal office closest to City Hall.

8) CONTRACT/AGREEMENT AND ALL REQUIRED FORMS

1. CONTRACT TYPE COMPLIANCE

The Contract shall not be a cost-plus-percentage-of-cost contract or a percentage-of-construction-cost contract. Time-and-Materials (T&M) contracts, if used, shall:

- Include a ceiling price that the Contractor exceeds at its own risk
- Be used only when no other contract type is suitable
- Be limited to a short duration and transitioned to unit pricing as soon as practicable
- Be subject to high-level oversight by the City

Required forms:

1. Proposers Checklist
2. Standard Contractor Services Agreement
3. Signature Sheet
4. E-Verification Certification
5. Conflict of Interest Affidavit
6. Proposal Pricing Form
7. Proposer's Qualification Form
8. Declaration Statement
9. Insurance Requirements
10. Hold Harmless Agreement
11. Drug Free Workplace Certification
12. Non-Collusion Affidavit
13. Compliance with the Public Records Law
14. List of References
15. Public Entity Crimes Statement
16. Firm Information
17. Subcontractor Listing
18. W9

PROPOSER CHECK LIST

IMPORTANT:

Please read carefully, sign in the indicated spaces, and return your Proposals.

Proposer should check off each of the following items as the necessary action is completed:

- Checklist items: The standard contract/ agreement has been signed and included. All applicable forms have been signed and included. All information as requested in the Proposer's Proposals Form is included. Any addenda have been signed and included. The Proposals will be electronically uploaded onto DemandStar in time to be received no later than the specified due date and time. (Otherwise Proposals cannot be considered.)

UNITED FREIGHT SERVICES
DBA - UNITED LAND SERVICES

Company

Annie Stone (signature)

Authorized Signature

Annie Stone, Safety & Compliance Officer

Printed Name & Title

annie@unitedfreightcorp.com

Email

2658 SE Willoughby Blvd.

Address

Stuart, FL 34994

City, State, Zip Code

(772) 341-4467

Telephone No.

Fax No.

PROFESSIONAL SERVICES AGREEMENT
EMERGENCY DEBRIS MONITORING SERVICES
Request for Proposals (RFP) #2026-02

THIS AGREEMENT is made and entered into this 08th day of April, 2026, by and between, duly authorized to conduct business in the State of Florida and who is, hereinafter, called "CONTRACTOR" and the CITY OF BELLE ISLE, a political subdivision of the State of Florida, whose address is 1600 Nela Avenue, Belle Isle, FL 32809, hereinafter called "CITY".

SECTION 1. AGREEMENT. The terms of this Agreement, together with the incorporation of the terms and conditions of the Request for Proposals (RFP#2026-02), and any exhibits, schedules, and attachments hereto, and any and all amendments relating to same, and any and all submittals from CONTRACTOR, constitute the entire Agreement between CITY and CONTRACTOR. This Agreement is the final, complete, and exclusive expression of the terms and conditions of the parties' Agreement. Any and all prior agreements, representations, negotiations, and understandings made by the parties, oral or written, expressed or implied, are hereby superseded and merged herein.

SECTION 2. TERM OF AGREEMENT. The term of this Agreement shall be for three (3) years with two (2), one (1) year extensions from the date of award.

SECTION 3. COMPENSATION. For Services rendered, the CITY shall pay the CONTRACTOR rates pursuant to the Proposal Pricing included in the RFP and Response, including or excluding reimbursable expenses as mutually agreed upon. Unless otherwise agreed in a Scope of Services, the CONTRACTOR will invoice the City monthly.

SECTION 4. REIMBURSABLE EXPENSES. "Reimbursable Expenses" means the actual, necessary, and reasonable expenses incurred directly or indirectly in connection with the Project for: transportation and subsistence incidental thereto for travel; toll telephone calls and facsimiles; reproduction of reports, drawings, and specifications, and similar Project-related items; as provided in the City's Purchasing Policy.

SECTION 5. NOTICES. Whenever either party desires to give notice unto the other, it must be given by written notice, sent by registered or certified United States mail, return receipts requested, addressed to the party for whom it is intended at the place last specified. The place for giving notice shall remain such until it shall have been changed by written notice in compliance with the provisions of this Section. For the present, the parties designate the following as the respective places for giving of notice, to-wit:

For City:
City Clerk
City of Belle Isle
1600 Nela Avenue
Belle Isle, FL 32809
(407) 851-7730

For Contractor:
Authorized Name: Annie Stone
Company Name: UNITED FREIGHT SERVICES DBA UNITED LAND SERVICES
Address: 2658 SE WILLOUGHBY BLVD. STUART FL 34994
Phone Number: (772) 341-4467

SECTION 6. RIGHTS AT LAW RETAINED. The rights and remedies of the City, provided for under this Agreement, are in addition to and supplemental to any other rights and remedies provided by law.

SECTION 7. CONTROLLING LAW, VENUE, ATTORNEY'S FEES. This Agreement is to be governed, construed, and interpreted by, through, and under the laws of Florida. Venue for any litigation between the parties to this Agreement shall be in Orange County, Florida, and any trial shall be non-jury. Each party agrees to bear its own costs and attorney's fees relating to any dispute arising under this Agreement.

SECTION 8. MODIFICATIONS TO AGREEMENT. This Agreement and any exhibits, amendments, and schedules may only be amended, supplemented, modified, or canceled by a written instrument duly executed by the parties hereto of equal dignity herewith.

SECTION 9. SEVERABILITY. If, during the term of this Agreement, it is found that a specific clause or condition of this Agreement is illegal under federal or state law, the remainder of the Agreement not affected by such a ruling shall remain in force and effect.

SECTION 10. WAIVER OF JURY TRIAL. THE CITY AND CONTRACTOR HAVE SPECIFICALLY WAIVED THE RIGHT TO A JURY TRIAL CONCERNING ANY DISPUTES WHICH MAY ARISE CONCERNING THIS AGREEMENT.

SECTION 11. NON-WAIVER. No indulgence, waiver, election, or non-election by CITY under this Agreement shall affect CONTRACTOR's duties and obligations hereunder.

SECTION 12. PUBLIC RECORDS NOTICE. IF THE VENDOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE VENDOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT (407) 851-7730 - yquiceno@belleislefl.gov. THE CITY OF BELLE ISLE, 1600 NELA AVENUE, BELLE ISLE, FL 32809. The City Clerk shall assist the Vendor to comply.

Vendor agrees to comply with public records laws, specifically to:

- A. Keep and maintain public records required by the public agency to perform the service.
- B. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the public agency.

- D. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the contractor or keep and maintain public records required by the public agency to perform the service. If the contractor transfers all public records to the public agency upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

SECTION 13. CITY STANDARD TERMS/POLICIES/PROCEDURES. All standard City of Belle Isle policies, procedures, and standard contract provisions shall apply to this RFP and its provisions contained therein, and to the extent of any conflict, the City's standard terms and conditions will supersede.

SECTION 14. INDEMNITY. Contractor shall defend, indemnify and hold harmless the City and all of the City's officers, agents, and employees from and against all claims, liability, loss and expense, including reasonable costs, collection expenses, attorneys' fees, and court costs which may arise because of the negligence (whether active or passive), misconduct, or other fault, in whole or in part (whether joint, concurrent, or contributing), of Contractor, its officers, agents or employees in performance or non-performance of its obligations under the Agreement. Contractor recognizes the broad nature of this indemnification and hold harmless clause, as well as the provision of a legal defense to the City when necessary, and voluntarily makes this covenant and expressly acknowledges the receipt of such good and valuable consideration provided by the City in support of these indemnification, legal defense and hold harmless contractual obligations in accordance with the laws of the State of Florida. This clause shall survive the termination of this Agreement. Compliance with any insurance requirements required elsewhere within this Agreement shall not relieve Contractor of its liability and obligation to defend, hold harmless, and indemnify the City as set forth in this article of the Agreement.

SECTION 15. E-VERIFY SYSTEM REGISTRATION. (a) The Vendor must register with and use the E-Verify system to verify the work authorization status of all new employees prior to entering into this Contract with the City. If the City provides written approval to the Vendor for engaging with or contracting for the services of any subcontractors under this Agreement, the Vendor must require certification from the subcontractor that, at the time of certification, the subcontractor does not employ, contract, or subcontract with an unauthorized alien. The Vendor must maintain a copy of the foregoing certification from the subcontractor for the duration of the agreement with the subcontractor.

(b) If the City has a good faith belief that the Vendor has knowingly violated this Section, the City shall terminate this Agreement. If the City terminates this Agreement, the Vendor may not be awarded a public contract for at least one (1) year after the date on which this Agreement is terminated. If the City has a good faith belief that a subcontractor knowingly violated this Section, but the Vendor otherwise complied with this Section, the City must promptly notify the Vendor and order the Vendor to immediately terminate its agreement with the subcontractor

City of Belle Isle

RFP 2026-02: Emergency Debris Monitoring Services

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement on the date written above for execution by City.

CITY OF BELLE ISLE

City Manager

Date: _____

Attest

Yolanda Quiceno, City Clerk

Approved as to form & legality as to
City of Belle Isle Only

City Attorney

By: _____

CONTRACTOR

Annie Stone

By: Annie Stone

Title: Safety & Compliance Officer

Date: 04/08/2026

[THIS SECTION INTENTIONALLY LEFT BLANK]

City of Belle Isle

RFP 2026-02: Emergency Debris Monitoring Services

STATE OF Florida

COUNTY OF Pasco

Sworn to (or affirmed) and subscribed before me by means of physical presence OR online

notarization, this 07 day of April, 2026,

by Jermaine Graves.

OR

The foregoing instrument was acknowledged before me by means of physical presence OR

online notarization this _____ day of _____, 20____,

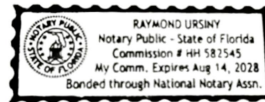
by _____.



Signature of Notary Public)

Raymond Ursiny

(Printed Name of Notary Public)



My Commission Expires: Aug 14, 2028

Personally known OR produced identification

Type of Identification Produced _____

Exhibits:

- A. **RFP #2026-02**
- B. **Firm's Response to RFP**
- C. **State and Federal Requirements**

City of Belle Isle Emergency Debris Monitoring Services RFP # 2026-02 SIGNATURE SHEET

I, the undersigned, do hereby agree to all terms and conditions set forth in this proposal package and will give the necessary services as required by the specifications. Any deviations to the specifications I have listed below in detail, noting the item number and section, which have been taken exception to. I understand the information regarding past history for Emergency Debris Hauling and Disposal service is not exact, but is to be used for estimating and evaluating purposes.

I have supplied the City of Belle Isle with all documents required within this bid specification, such as, but not limited to:

- Proposers Checklist
- Standard Contractor Services Agreement
- Signature Sheet
- E-Verification Certification
- Conflict of Interest Affidavit
- Proposal Pricing Form
- Proposer’s Qualification Form
- Declaration Statement
- Insurance Requirements
- Hold Harmless Agreement
- Drug-Free Workplace Form
- Non-Collusion Affidavit
- Compliance with the Public Records Law
- List of References
- Public Entity Crimes Statement
- Firm Information
- Subcontractor Listing
- W9



Authorized Signature: _____

Print/Type Name: Annie Stone

Company: UNITED FREIGHT SERVICES DBA - UNITED LAND SERVICES

Address: 2658 SE Willoughby Blvd. Stuart, FL 34994

Phone: (772) 341-4467 Fax: _____

Date: 04/08/2026

City of Belle Isle Emergency Debris Monitoring Services
RFP # 2026-02 E-VERIFICATION CERTIFICATION

NAME OF CONSULTANT: _____ (referred to herein as "Consultant")

ADDRESS OF CONSULTANT: _____

The undersigned does hereby certify that the above named consultant:

- 1. Is registered and is using the E-Verify system; or
2. Does not have any employees and does not intend to hire any new employees during the period of time that the consultant will be providing services under the contract, and consequently is unable to register to use the E-Verify system; or
3. Employs individuals who were hired prior to the commencement of providing labor on the contract and does not intend to hire any new employees during the period of time that the consultant will be providing labor under the contract, and consequently is unable to use the E-Verify system.
4. The undersigned acknowledges that the use of the E-Verify system for newly hired employees is an ongoing obligation for so long as the consultant provides labor under the contract, and that the workforce eligibility of all newly hired employees will be properly verified using the E-Verify system.

In accordance with Section 837.06, Florida Statutes, Consultant acknowledges that whoever knowingly makes a false statement in writing with the intent to mislead a public servant in the performance of his or her official duties shall be guilty of a misdemeanor in the second degree, punishable as provided in Section 775.082 or Section 775.083, Florida Statutes.

AUTHORIZED SIGNATURE: _____ Annie Stone

NAME: Annie Stone _____

TITLE: Safety & Compliance Officer _____

DATE: 04/08/2026 _____

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR PROPOSAL.

CONFLICT OF INTEREST AFFIDAVIT

By the signature below, the firm (employees, officers and/or agents) certifies, and hereby discloses, that, to the best of their knowledge and belief, all relevant facts concerning past, present, or currently planned interest or activity (financial, contractual, organizational, or otherwise) which relates to the proposed work; and bear on whether the firm (employees, officers and/or agents) has a possible conflict have been fully disclosed.

Additionally, the firm (employees, officers and/or agents) agrees to immediately notify in writing the City Manager or designee, if any actual or potential conflict of interest arises during the contract and/or project duration.

UNITED FREIGHT SERVICES
DBA - UNITED LAND SERVICES

2658 SE Willoughby Blvd.

Company

Address

[Handwritten Signature]

Stuart, FL 34994

Authorized Signature

City, State, Zip Code

Jermaine Graves, Manager

772 634 4691

Printed Name & Title

Telephone No.

jermaine@unitedfreightcorp.com

Fax No.

Email

STATE OF FLORIDA
COUNTY OF ORANGE

Sworn to (or affirmed) and subscribed before me by means of [] physical presence OR [x] online notarization, this, 07 day of April, 2026, by

Jermaine Graves

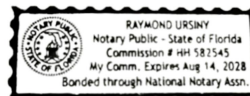
OR

The foregoing instrument was acknowledged before me by means of [] physical presence OR [] online notarization this _____ day of _____ 20____, by

[Handwritten Signature]

(Signature of Notary Public)

(Printed Name of Notary Public)



Personally known [x] OR [] produced identification

My Commission Expires: Aug 14, 2028

Type of Identification Produced _____

**PROPOSAL PRICING FORM RFP # 2026-02
EMERGENCY DEBRIS MONITORING SERVICES**

Therefore, the undersigned, Hereinafter called "Proposer," hereby certifies that he/she has familiarized himself/herself with the extent of the work, and having examined carefully the scope of services herein, proposes to furnish all labor, materials, and services without exception, for the Emergency Debris Monitoring Services. It is understood that hourly rates below include data management and support to the City in a format that is standard with FEMA and FHWA for reimbursement from such services to the City.

	DESCRIPTION	Price Per Hour
A	Project Manager	\$ 205.00
B	Field Supervisor	\$ 165.00
C	Loading Site Monitors	\$ 118.00
D	TDSRS Monitors	\$ 124.00
E	Disposal Site Tower Monitors	\$ 122.00
F	Roving Monitors	\$ 134.00
G	Operations Manager	\$ 185.00
H	Data Manager	\$ 145.00
I	Administrative Assistant	\$ 96.00

Company Name: UNITED FREIGHT SERVICES
DBA - UNITED LAND SERVICES

Address: 2658 SE Willoughby Blvd. Stuart, FL 34994

Telephone Number: (772) 341-4467 Email Address: annie@unitedfreightcorp.com

Company Authorized Representative Name: Annie Stone, Safety & Compliance Officer

Signature/Date: *Annie Stone* 04/08/2026

PROPOSER'S QUALIFICATION FORM

LIST MAJOR WORK PRESENTLY UNDER CONTRACT

% Completed	Project	Contract Amount
	Please see attachments.	\$
		\$
		\$

LIST CURRENT PROJECTS ON WHICH YOUR FIRM IS THE CANDIDATE FOR AWARD:

OTHER INFORMATION ABOUT PROJECTS:

Have you, at any time, failed to complete a project? Yes No

STATEMENT OF LITIGATION:

Are there any judgments, claims, or suits pending or outstanding by or against you? Yes No

If the answer to either question is yes, submit details on a separate sheet. List all lawsuits that have been filed by or against your firm in the last five (5) years:

FEES: List total fees for work done on all City projects in the past five (5) years, whether as an individual firm or as part of a joint venture. **Fees must be listed individually by contract or project, then summarized to a total dollar amount.** Attach an additional page if necessary.

\$ _____ **Total Fees for work done on all PAST City projects**

City of Belle Isle

RFP 2026-02: Emergency Debris Monitoring Services

REFERENCES:

Bank(s) Maintaining Account(s): _____

Surety/Underwriter: (if required) _____

Other References: (Use additional sheets if necessary)

TYPE OF FIRM:

Corporation/Years in Business: _____. If firm is a corporation, please list state in which it is incorporated: _____. If firm is a corporation, by signing this form, Proposer certifies that the firm is authorized to do business in the State of Florida.

Partnership/Years in Business: _____

Sole Proprietorship/Years in Business: _____

Other: Please list: LLC _____

Pursuant to information for prospective Proposers for the above-mentioned proposed project, the undersigned is submitting the information as required with the understanding that it is only to assist in determining the Proposal of the organization to perform the type and magnitude of work intended, and further, guarantee the truth and accuracy of all statements herein made. We will accept your determination of the Proposal without prejudice.

UNITED FREIGHT SERVICES
DBA - UNITED LAND SERVICES

2658 SE Willoughby Blvd.

Company

Address



Stuart, FL 34994

Authorized Signature

City, State, Zip Code

Annie Stone, Safety & Compliance Officer

(772) 341-4467

Printed Name & Title

Telephone No.

annie@unitedfreightcorp.com

Email

Fax No.

DECLARATION STATEMENT

City of Belle Isle
1600 Nela Avenue
Belle Isle, FL 32809

RE: RFP# 2026-02 - "EMERGENCY DEBRIS MONITORING SERVICES"

Dear Mayor and Council Members:

The undersigned, as Proposer (herein used in the masculine, singular, irrespective of actual gender and number) declares that he is the only person interested in this Proposal or in the contract to which this Proposal pertains, and that this Proposal is made without connection or arrangement with any other person and this Proposal is in every respect fair and made in good faith, without collusion or fraud.

The Proposer further declares that he has complied in every respect with all the Instructions to Proposers issued prior to the opening of the Proposal, and that he has satisfied himself fully relative to all matters and conditions with respect to the general condition of the contract to which the Proposal pertains.

The Proposer puts forth and agrees to commence negotiations, in accordance with the Federal 40 USC Title 1101-1104 (Brooks Act) and F.S. 287.055(5), and execute an appropriate City document for the purpose of establishing a formal contractual relationship between him, and the City for the performance of all requirements to which the Proposal pertains. The Proposer states that the Proposal is based upon the Proposal documents listed in RFP #2026-02.

IN WITNESS WHEREOF, WE have hereunto subscribed our names on this 08 day of April, 2026 in the City of BELLE ISLE in the State of FLORIDA.

UNITED FREIGHT SERVICES
DBA - UNITED LAND SERVICES

2658 SE Willoughby Blvd.

Company

Address

Annie Stone

Stuart, FL 34994

Authorized Signature

City, State, Zip Code

Annie Stone, Safety & Compliance Officer

(772) 341-4467

Printed Name & Title

Telephone No.

annie@unitedfreightcorp.com

Email

Fax No.

INSURANCE REQUIREMENTS

INSURANCE TYPE	REQUIRED LIMITS
----------------	-----------------

Level 1 – Low/Moderate - Insurance Requirement: Low chance of loss where minor injuries or property damage could occur. The potential for frequent or multiple claims is low. Contact primarily with City employees. Activities not in the public realm. The project will not exceed 180 calendar days, and the cost will not exceed \$1,000,000. No unusual or high hazards present.

- | | |
|--|---|
| <input checked="" type="checkbox"/> 1. Worker's Compensation | All state and federal statutory limits apply.
\$1,000,000 per accident
\$1,000,000 per employee
\$1,000,000 per policy limit |
|--|---|

The policy must include employer’s liability and include a Waiver of Subrogation.

- | | |
|--|--|
| <input checked="" type="checkbox"/> Commercial General Liability (CGL) | \$1,000,000 each occurrence
\$2,000,000 general aggregate
\$2,000,000 products and completed operations/services
\$100,000 damage to rented premises. |
|--|--|

Additional insured endorsement is required naming the City of Belle Isle as an additional insured and the certificate holder. Insurance must be written on an occurrence form and shall include bodily injury and property damage liability for premises, operations, independent contractors, products, and completed operations, contractual liability, broad form property damage, and property damage resulting from an explosion, collapse, or underground exposures, personal injury, and advertising injury. Must include a Waiver of Subrogation.

2. Indemnification: To the maximum extent permitted by Florida law, the Contractor/Vendor/Firm shall indemnify and hold harmless the City of Belle Isle, its officers and employees from any and all liabilities, damages, losses and costs, including, but not limited to, reasonable attorneys’ fees and paralegals’ fees, to the extent caused by the negligence, recklessness, or intentionally wrongful conduct of the Contractor/Vendor/Firm or anyone employed or utilized by the Contractor/Vendor/Firm in the performance of this Agreement. This indemnification obligation shall not be construed to negate, abridge, or reduce any other rights or remedies which otherwise may be available to an indemnified party or person described in this paragraph.

This section does not pertain to any incident arising from the sole negligence of the City of Belle Isle.

- | | |
|--|---|
| <input checked="" type="checkbox"/> 3. Commercial Auto Liability | \$1,000,000 each accident for property damage
\$1,000,000 bodily injury
With a combined single Limit of \$2,000,000 |
|--|---|

City of Belle Isle

RFP 2026-02: Emergency Debris Monitoring Services

- 4. Other Insurance as indicated below: \$1,000,000 Per Occurrence
Errors and Omissions or Professional
Malpractice Coverage
- 5. Aircraft Liability \$1,000,000 each occurrence combined single limit for bodily injury liability and property damage liability.
- 6. Contractor shall ensure that all subcontractors comply with the same insurance requirements that he is required to meet. The same Contractor shall provide City with certificates of insurance meeting the required insurance provisions.
- 7. The City of Belle Isle must be named as "**ADDITIONAL INSURED**" on the Insurance Certificate for Commercial General Liability where required.
- 8. The City of Belle Isle shall be named as the Certificate Holder.

NOTE: The "Certificate Holder" should read as follows:

City of Belle Isle
1600 Nela Avenue
Belle Isle, Florida 32809

No City Division, Department, or individual name should appear on the Certificate.
No other format will be acceptable.

- 9. **Thirty (30) Days Cancellation Notice** required.
- 10. The Certificate must state the **RFP** Number 2026-02 - EMERGENCY DEBRIS MONITORING SERVICES

PROPOSER'S AND INSURANCE AGENT'S STATEMENT:

We understand the insurance requirements for these specifications, and that evidence of insurability may be required within ten (10) days of the award of the RFP.

INSURANCE REQUIREMENTS (Continued)

UNITED FREIGHT SERVICES
DBA - UNITED LAND SERVICES

Company

Annie Stone

Authorized Signature

Annie Stone, Safety & Compliance Officer

Printed Name & Title

annie@unitedfreightcorp.com

Email

2658 SE Willoughby Blvd.

Address

Stuart, FL 34994

City, State, Zip Code

(772) 341-4467

Telephone No.

Fax No.

Insurance Agency

Signature of Proposer's Agent

HOLD HARMLESS AGREEMENT

The Contractor/Vendor/Firm is required to purchase and maintain minimum limits of \$1,000,000 per occurrence for all liability, which includes general liability and, if applicable, automobile liability. Other coverage may be required where applicable.

The Contractor/Vendor/Firm agrees to hold the City of Belle Isle harmless against all claims for bodily injury, sickness, disease, death, or personal injury or damage to property or loss of use resulting therefrom, arising out of the agreement, unless such claims are a result of the City's sole negligence.

The Contractor/Vendor/Firm shall purchase and maintain workers' compensation insurance & employer's liability in accordance with Florida Statute Chapter 440 and City policy. The Contractor/Vendor/Firm shall also purchase any other coverage required by law for the benefit of employees.

Required insurance shall be documented in Certificates of Insurance and shall be provided to the City Clerk requesting the service.

By signature upon this form, the Contractor/Vendor/Firm stipulates that he/she agrees to the Hold Harmless Agreement and to abide by all insurance requirements.

UNITED FREIGHT SERVICES
DBA - UNITED LAND SERVICES



Company/Vendor Print Name

Signature

2026-02 Emergency Debris Monitoring

04/08/2026

Project Name

Date

The effective dates of this Hold Harmless Agreement shall be for the duration of the contract associated with this project

DRUG-FREE WORKPLACE FORM

Whenever two or more proposals which are equal with respect to price, quality, and service are received by the City for the purchase of commodities or contractual services, a proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. The Drug-Free Workplace form, attached hereto, shall be submitted with the proposal.

The designated vendor, in accordance with Florida Statute 287.087, hereby certifies that

UNITED FREIGHT SERVICES
DBA - UNITED LAND SERVICES

does:

(Name of Business)

- 1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are underbid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 1893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Annie Stone

Bidder's Signature

Annie Stone, Safety & Compliance Officer

Bidder's Title

04/08/2026

Date

NONCOLLUSION AFFIDAVIT

STATE OF FLORIDA
COUNTY OF ORANGE

_____ , being first duly sworn
deposes and says that:

1. He/She is the _____ Annie Stone, Safety & Compliance Officer _____ , of
Title
UNITED FREIGHT SERVICES
DBA - UNITED LAND SERVICES _____ , the Bidder that
Company Name
has submitted the attached Proposal;

- 1. He/She is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;
2. Such Proposal is genuine and is not a collusive or sham Proposal;
3. Neither the said Bidder nor any of its officers, partners, Cities, agents, representatives, employees, or parties in interest, including this affiant, have in any way, colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham Proposal in connection with the Contract for which the attached Proposal has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with any Bidder, firm, or person to fix the price or prices in the attached Proposal or of any other Bidder, or to fix any overhead, profit, or cost elements of the Proposal price or the Proposal price in any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the City of Belle Isle, or any person interested in the proposed Contract;
4. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder or any other of its agents, representatives, City's employees, or parties in interest, including its affiant.

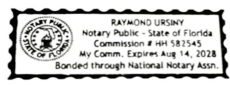
_____ 04/07/2026
Signature Date
Jermaine Graves, Manager
Typed Name and Title

STATE OF Florida COUNTY OF Pasco

Sworn to (or affirmed) and subscribed before me by means of physical presence OR online notarization, this, day of 07 April, 2026, by Jermaine Graves OR
The foregoing instrument was acknowledged before me by means of physical presence OR online notarization, this day of 20_____, by

(Signature of Notary Public)
My Commission Expires: Aug 14, 2028
Personally known OR produced identification Type of Identification Produced _____

Raymond Ursiny
Printed Name of Notary Public)





COMPLIANCE WITH THE PUBLIC RECORDS LAW

Upon award recommendation or ten (10) days after opening, submittals become "public records" and shall be subject to public disclosure consistent with Chapter 119, Florida Statutes. Proposers must invoke the exemptions to disclosure provided by law in the response to the solicitation, must identify the data or other materials to be protected, and must state the reasons why such exclusion from public disclosure is necessary. The submission of a proposal authorizes the release of your firm's credit data to the CITY OF BELLE ISLE (CITY).

If the company submits information exempt from public disclosure, the company must identify with specificity which pages/paragraphs of their bid/proposal package are exempt from the Public Records Act, identifying the specific exemption section that applies to each. The protected information must be submitted to the CITY in a separate envelope marked accordingly.

By submitting a response to this solicitation, the company agrees to defend the CITY in the event we are forced to litigate the public records status of the company's documents.

Company Name: UNITED FREIGHT SERVICES
DBA - UNITED LAND SERVICES

Authorized representative (printed): Annie Stone, Safety & Compliance Officer

Authorized representative (signature): *Annie Stone*

Project Number: **RFP #2026-02**

Date: 04/08/2026

LIST OF REFERENCES RFP NO: 2026-02 Emergency Debris Monitoring Services

As per the General Specifications Section, below is a list of at least three (3) client/customer references, including company name, contact person, and telephone number. The reference should be similar in scope/specifications (including size, cost, complexity/uniqueness, etc.) as the project/work/service/item described in this solicitation. If the reference contact information is not correct, current, or unavailable, the City is not responsible for obtaining correct/current/available contact information and may elect to consider the reference as non-responsive. Therefore, the bidder should make sure the reference contact information is correct, current, and available to the City.

1	Company Name:	Lake Conley Subdivision		
	Address:	Holiday, Florida		
	C/S/Z			
	Contact Person	Bradley Smith		
	Bus Phone:	202-985-0410	Email Address:	
	Project/Svc/Item Description:	hazardous tree removal, tree pruning, chipping and vegetation removal, site restoration, and project mobilization		
	Contract/Order Amt::	\$376,322.00	Completed/Delivered:	12/2024 – 04/2025
2	Company Name:	Gulf Trace Subdivision		
	Address:	Holiday, Florida		
	C/S/Z			
	Contact Person	Jan Brown		
	Bus Phone:	678-505-0140	Email Address:	
	Project/Svc/Item Description:	hazardous tree removal, tree pruning, chipping and vegetation removal, site restoration, and project mobilization		
	Contract/Order Amt::	\$514,130.00	Completed/Delivered:	01/2023 – 07/2023
3	Company Name:	Canopy Reduction Project – Orlando International and Executive Airports		
	Address:	Orlando, Florida		
	C/S/Z			
	Contact Person	Joseph B. Harper		
	Bus Phone:	352-287-7105	Email Address:	
	Project/Svc/Item Description:	overgrown tree canopies encroaching on flight paths		
	Contract/Order Amt::	\$9,000,000	Completed/Delivered:	2005
4	Company Name:			
	Address:			
	C/S/Z			
	Contact Person			
	Bus Phone:		Email Address:	
	Project/Svc/Item Description:			
	Contract/Order Amt::		Completed/Delivered:	

PUBLIC ENTITY CRIMES FORM

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, Proposal, or Contract No. RFP 2026-02.
2. This sworn statement is submitted by UNITED FREIGHT SERVICES DBA - UNITED LAND SERVICES (name of entity submitting sworn statement) whose business address is 2658 SE Willoughby Blvd. Stuart, FL 34994 and (if applicable) its Federal Identification Number (FEIN) is 85-427789. (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:
3. My name is Jermaine Graves, and my relationship to the entity (please print name of individual signing) named above is Manager.
4. I understand that a "public entity crime" as defined in Paragraph 287.133(l)(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 entity or an agency or political subdivision of any other state or of the United States and involving antitrust fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in Paragraph 287.133 (1)(b), Florida Statutes, means a finding of guilty or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial or entry of a plea of guilty or nolo contendere.
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."
c. Includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The City, by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be 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.

City of Belle Isle

RFP 2026-02: Emergency Debris Monitoring Services

Public Entity Crimes Form - continued

7. I understand that a “person” as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term “person” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the 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 initial which statement applies.)**

AS Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity, has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has 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 officer 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 placed on the convicted vendor list. (Please describe any action taken by or pending with the Department of General Services.)



(Signature)

Manager

(Title)

(Date)

City of Belle Isle

RFP 2026-02: Emergency Debris Monitoring Services

Public Entity Crimes Form - continued

STATE OF Florida

COUNTY OF Pasco

Sworn to (or affirmed) and subscribed before me by means of physical presence OR online notarization, this, 07 day April of 20 26 by

Jermaine Graves

OR

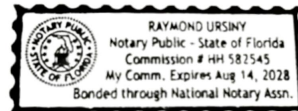
The foregoing instrument was acknowledged before me by means of physical presence OR online notarization, this _____ day _____ of 20 _____, by



(Signature of Notary Public)

Raymond Ursiny

(Printed Name of Notary Public)



My Commission Expires: Aug 14, 2028

Personally known OR produced identification

Type of Identification Produced _____

FIRM INFORMATION

Firm is a:

()

Corporation()

Partnership

() Sole Proprietorship

(

LLC

) Other

(Explain)

Federal Employer Identification Number: 85-427789

Firm Name: UNITED FREIGHT SERVICES DBA - UNITED LAND SERVICES

Mailing Address: 2658 SE Willoughby Blvd. Stuart, FL 34994

Telephone No.: (772) 341-4467 Fax No.:

Email Address: annie@unitedfreightcorp.com Web Address: www.unitedfreightcorp.com

If remittance address is different from the mailing address so indicate below.

Firm Name:

Remittance Address:

Submitted by:

Name & Title Printed:

**EMERGENCY DEBRIS HAULING AND DISPOSAL
SUBCONTRACTOR LISTING**

1	NAME of Subcontractor:
	Address1
	Address2
	City, State, Zip:
	Phone:
	Name of Manager/Contact:
2	NAME of Subcontractor:
	Address 1:
	Address 2:
	City, State, Zip:
	Phone:
	Name of Manager/Contact:
3	NAME of Subcontractor:
	Address1:
	Address 2:
	City, State, Zip:
	Phone:
	Name of Manager/Contact:
4	NAME of Subcontractor:
	Address1:
	Address 2:
	City, State, Zip:
	Phone:
	Name of Manager/Contact:
5	NAME of Subcontractor:
	Address 1:
	Address 2:
	City, State, Zip:
	Phone:
	Name of Manager/Contact:

W-9 Form
Request for Taxpayer Identification Number
and Certification

[GIVE FORM TO THE REQUESTOR. DO NOT SEND TO THE IRS]

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY BLANK]

EXHIBIT C

State and Federal Requirements

For purposes of the provisions below, the City of Belle Isle shall be referenced as “GOVERNMENT,” and UNITED FREIGHT SERVICES DBA - UNITED LAND SERVICES shall be referenced as “CONTRACTOR.”

(A) LIQUIDATED DAMAGES (2 CFR §200.326 Appendix II to Part 200 (A))

- (1) All work to be performed under this AGREEMENT shall be timely commenced. As a breach of this AGREEMENT would cause substantial delay in the completion of the required services affecting the safety and welfare of the public, the parties adopt the following liquidated damages clause.
- (2) Liquidated damages are hereby fixed and agreed upon between the parties, recognizing the impossibility of precisely ascertaining the amount of damages that will be sustained by the GOVERNMENT as a consequence of such delay in performance. CONTRACTOR acknowledges and agrees that damages to GOVERNMENT from untimely performance are extremely difficult to determine, and accordingly, the CONTRACTOR agrees that the amount of liquidated damages provided for herein is the nearest and most exact measure of damages for such delays.
 - (a) Failure of the CONTRACTOR to meet the mobilization requirements under this AGREEMENT: \$100.00 per calendar day.
- (3) The GOVERNMENT is authorized to deduct liquidated damage amounts from the monies due to CONTRACTOR for the work under this AGREEMENT, or as much thereof as the GOVERNMENT may, at its own option, deem just and reasonable.

(B) TERMINATION RIGHTS (2 CFR §200.326 Appendix II to Part 200 (B))

- (1) Termination for Cause: GOVERNMENT may terminate this AGREEMENT for cause if the CONTRACTOR fails to take corrective action within thirty (30) days after written notice from the GOVERNMENT identifying the breach. Cause for termination shall include, but not be limited to, failure to suitably perform the work, failure to suitably deliver goods in accordance with the specifications and instructions in the AGREEMENT, failure to continuously perform the work in a manner calculated to meet or accomplish the objectives of the GOVERNMENT as set forth in the AGREEMENT, or multiple breaches of the provisions of the AGREEMENT notwithstanding whether any such breach was previously waived or cured.
- (2) Termination for Convenience: GOVERNMENT may terminate this AGREEMENT for convenience upon no less than thirty (30) days' written notice. In the event this AGREEMENT is terminated for convenience, CONTRACTOR be paid for any goods properly delivered and services properly performed to the date the AGREEMENT is deemed terminated; however, upon being notified of GOVERNMENT's election to terminate, CONTRACTOR shall cease any deliveries, shipment or carriage of goods, and refrain from performing further services or incurring additional expenses under the terms of this AGREEMENT. CONTRACTOR acknowledges and agrees that it has received good, valuable, and sufficient consideration from GOVERNMENT, the receipt and adequacy of which are hereby acknowledged for GOVERNMENT's right to terminate this AGREEMENT for convenience.

(C) EQUAL EMPLOYMENT OPPORTUNITY CLAUSE (2 CFR §200.326 Appendix II to Part 200 (C))

If applicable to the work and services performed by CONTRACTOR under the AGREEMENT, during the performance of the AGREEMENT, CONTRACTOR shall comply with the Equal Employment Opportunity Clause (Executive Order 11246 and 41 CFR 60-1.4 as applicable):

- (1) CONTRACTOR will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to, the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. AGREEMENTOR agrees to post in conspicuous places available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.
- (2) CONTRACTOR will, in all solicitations or advertisements for employees placed by or on behalf of the CONTRACTOR, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.
- (3) CONTRACTOR will send to each labor union or representative of workers with which it has a collective bargaining agreement or other agreement or understanding, a notice to be provided advising the said labor union or workers' representatives of the CONTRACTOR'S commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- (4) CONTRACTOR will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
- (5) CONTRACTOR will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor for the purpose of investigation to ascertain compliance with such rules, regulations, and orders.
- (6) In the event of the CONTRACTOR'S noncompliance with the nondiscrimination clauses of this AGREEMENT or with any of the said rules, regulations or orders, this AGREEMENT may be canceled, terminated, or suspended in whole or in part and the CONTRACTOR may be declared ineligible for further government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

- (7) CONTRACTOR will include the portion of the sentence immediately preceding paragraph (1) and the provisions of subparagraphs 1 through 7 in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or contractor. CONTRACTOR will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: provided, however, that in the event CONTRACTOR becomes involved in, or is threatened with, litigation with a subcontractor or contractor as a result of such direction by the administering agency the CONTRACTOR may request the United States to enter into such litigation to protect the interest of the United States.
- (8) Contractor certifies that all costs submitted for payment shall be reasonable, necessary, and allocable in accordance with 2 CFR Part 200, Subpart E. Contractor agrees to provide documentation and justification for pricing, rates, and quantities if requested by the City, FEMA, FDEM, or auditors.
- (D) DAVIS-BACON ACT AND COPELAND "ANTI-KICKBACK" ACT (2 CFR §200.326 Appendix II to Part 200 (D))**

If applicable to the work and services performed by CONTRACTOR under the parties' AGREEMENT:

- (1) Bacon-Davis Act: Applicable to the construction or repair of public buildings or public works. see FEMA Public Assistance Program and Policy Guide, Ch.2(V)(G)(2), page 32 and Ch. (FP 104-009-2/January 2016);
- (2) Copeland "Anti-Kickback" Act: In contracts subject to the Davis-Bacon Act, CONTRACTOR shall comply with the Copeland "Anti-Kickback" Act (40 U.S.C. §3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that the contractor and subcontractor must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The GOVERNMENT must report all suspected or reported violations to the appropriate Federal agency.

If applicable to the work and services under the parties' AGREEMENT:

- (a) CONTRACTOR shall comply with 18 U.S.C. § 874, 40 U.S.C. § 3145, and the requirements of 29 C.F.R. pt. 3 as may be applicable, which are incorporated by reference into this AGREEMENT.
- (b) CONTRACTOR or subcontractor shall insert in any subcontract the clause above and such other clauses as FEMA may by appropriate instructions require, and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The CONTRACTOR shall be responsible for the compliance by any subcontractor or lower tier subcontract with all of these contract clauses.
- (c) A breach of the AGREEMENT clause above may be grounds for termination of the AGREEMENT, and for debarment as a contractor and subcontractor as provided in 29 C.F.R. §5.12.

(E) CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (2 CFR §200.326 Appendix II to Part 200 (E)) (40 U.S.C. 3701-3708)

Contracts in excess of \$100,000 that involve the employment of mechanics or laborers shall comply with 40 U.S.C. 3701 - 3708, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor and its subcontractors shall compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week.

1. Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.
2. Violation: liability for unpaid wages: liquidated damages. In the event of any violation of the clause set forth in paragraph (1) of this section, the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (1) of this section.
3. Withholding for unpaid wages and liquidated damages. The GOVERNMENT shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (2) of this section.
4. The contractor and subcontractor shall insert in any subcontract the clauses set forth in paragraphs (1) through (4) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts.

(F) RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT (2 CFR §200.326 Appendix II to Part 200 (F))

If applicable to the work and services performed by CONTRACTOR under the parties' AGREEMENT and if the Federal award meets the definition of "funding agreement" under 37 CFR §401.2 (a) and the GOVERNMENT wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the GOVERNMENT must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business."

(G) CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT (2 CFR §200.326 Appendix II to Part 200 (G))

CONTRACTOR shall comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). CONTRACTOR shall include the foregoing requirements in each subcontract exceeding \$100,000.

(H) ENERGY EFFICIENCY AND CONSERVATION (2 CFR §200.326 Appendix II to Part 200 (H))

If applicable to the work and services performed by CONTRACTOR under the parties' AGREEMENT, CONTRACTOR shall comply with the mandatory standards and policies of the state regulation promulgated in accordance with the Energy Policy and Conservation Act (42 U.S.C. § 6201).

(I) DEBARMENT AND SUSPENSION (2 CFR §200.326 Appendix II to Part 200 (I))

The Contractor certifies that it is not suspended, debarred, or otherwise excluded from participation in federal assistance programs. The City will verify Contractor status through SAM.gov prior to award and periodically thereafter as required.

1. This AGREEMENT is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the CONTRACTOR is required to verify that none of the contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).
2. The CONTRACTOR must comply with 2 C.F.R. pt. 180, subpart C, and 2 C.F.R. pt. 3000, subpart C, and must include a requirement to comply with these regulations in any lower-tier covered transaction it enters into.
3. This certification is a material representation of fact relied upon by GOVERNMENT. If it is later determined that the CONTRACTOR did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to GOVERNMENT, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.
4. The CONTRACTOR agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C AGREEMENT is valid and throughout the period of performance. The CONTRACTOR further agrees to include a provision requiring such compliance in its lower-tier covered transactions.

(J) BYRD ANTI-LOBBYING AMENDMENT (2 CFR §200.326 Appendix II to Part 200 (J))

CONTRACTOR must file with the GOVERNMENT the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. If not provided with the bid response, CONTRACTOR must complete and submit the Certification Regarding Lobbying Form.

(For Contracts Over \$100,000): The Contractor certifies compliance with 31 U.S.C. §1352 and shall not use federal appropriated funds to influence or attempt to influence an officer or employee of any agency, a Member of Congress, or an employee of Congress in connection with this contract.

(K) PROCUREMENT OF RECOVERED MATERIALS (2 CFR §200.326 Appendix II to Part 200 (K) and 2 CFR §200.322)

- (1) In the performance of this contract, the Contractor shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired-
 - (a) Competitively within a timeframe providing compliance with the contract performance schedule;
 - (b) Meeting contract performance requirements; or
 - (c) At a reasonable price.
 - (d) Contractor shall comply with Section 6002 of the Solid Waste Disposal Act, as amended.
- (2) Information about this requirement is available at EPA's Comprehensive Procurement Guidelines website, <http://www.epa.gov/cpg/>. The list of EPA-designate items is available at <http://www.epa.gov/cpg/products/htm>.

(L) AGREEMENTING WITH SMALL AND MINORITY BUSINESSES, WOMEN'S BUSINESS ENTERPRISES, AND LABOR SURPLUS AREA FIRMS (2 CFR §200.321)

Should the CONTRACTOR subcontract any of the work under this AGREEMENT, CONTRACTOR shall take the following affirmative steps: place qualified small and minority businesses and women's business enterprises on solicitation lists; assure that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources; divide total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises; establish delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises; and use the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

(M) ACCESS TO RECORDS

1. The Contractor shall provide the City, FEMA, the U.S. Department of Homeland Security, the Comptroller General of the United States, and any of their authorized representatives access to any books, documents, papers, and records of the Contractor that are directly pertinent to this Contract for the purpose of making audits, examinations, excerpts, and transcriptions.
2. The Contractor shall retain all required records for a minimum of five (5) years after final payment or longer if required by FEMA audit resolution.
3. CONTRACTOR agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
4. CONTRACTOR agrees to provide the FEMA Administrator or his authorized representatives with access to construction or other work sites pertaining to the work being completed under the contract.
5. Contractor shall maintain all records, documents, load tickets, invoices, timesheets, subcontractor records, and supporting documentation related to this Agreement for a minimum of five (5) years following FEMA closeout or final payment, whichever is later.
6. Contractor agrees to provide access to such records to the City, FEMA, FDEM, the Florida Auditor General, the U.S. Department of Homeland Security Office of Inspector General (OIG), or their authorized representatives upon request.

(N) SEAL, LOGO, AND FLAGS

CONTRACTOR shall not use the U.S. Department of Homeland Security's seal(s), logos, crests, or reproductions of flags or likenesses of the U.S. Department of Homeland Security's agency officials without specific FEMA preapproval.

(O) COMPLIANCE WITH FEDERAL LAW, REGULATIONS, AND EXECUTIVE ORDERS

This is an acknowledgement that FEMA financial assistance will be used solely to fund the AGREEMENT. If applicable to the work and services performed by CONTRACTOR under the AGREEMENT, the CONTRACTOR will comply with all federal law, regulations, executive orders, FEMA policies, procedures, and directives.

(P) NO OBLIGATION BY THE FEDERAL GOVERNMENT

The Federal Government is not a party to this AGREEMENT and is not subject to any obligations or liabilities to GOVERNMENT, CONTRACTOR, or any other party pertaining to any matter resulting from the contract.

(Q) PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS

CONTRACTOR acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the CONTRACTOR'S actions pertaining to this contract.

(R) POST-EVENT AUDIT SUPPORT

CONTRACTOR agrees to provide reasonable post-event audit support, including document clarification, data reconciliation, affidavits, and participation in audit meetings, at no additional cost to the City, for the duration of the record retention period. Records shall be retained for five (5) years following FEMA's closeout of the disaster or final audit resolution, whichever is later.

**ATTACHMENT “A”
REQUIRED PROVISIONS**

[THIS SECTION INTENTIONALLY LEFT BLANK]

REQUIRED PROVISIONS

This is an acknowledgement that FEMA financial assistance will be used to fund the contract only. The awarded Contractor will comply with all applicable federal law, regulations, executive orders, FEMA policies, procedures, and directives herein.

1. Energy Policy and Conservation Act

The awarded Contractor agrees to comply with mandatory standards and policies relating to energy efficiency, which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

Reference 2 CFR 200 A II (h)

2. Compliance with the Copeland "Anti-Kickback" Act

- A. Contractor. The awarded Contractor shall comply with 18 U.S.C. § 874, 40 U.S.C. § 3145, and the requirements of 29 C.F.R. pt. 3 as may be applicable, which are incorporated by reference into this contract.
- B. Subcontracts. The awarded Contractor or subcontractor shall insert in any subcontracts the clause above and such other clauses as FEMA may, by appropriate instructions, require, and also a clause requiring the subcontractors to include these clauses in any lower-tier subcontracts. The prime contractor shall be responsible for the compliance by any subcontractor or lower-tier subcontractor with all of these contract clauses.
- C. Breach. A breach of the contract clauses above may be grounds for termination of the contract, and for debarment as a contractor and subcontractor as provided in 29 C.F.R. § 5.12.

Reference 2 CFR 200 A II (d)

3. Compliance with the Contract Work Hours and Safety Standards Act

- A. Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek.
- B. Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph (A) of this section, the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or mechanic, including watchmen and guards, employed in violation of the clause set forth in paragraph (1) of this section, in the sum of \$10 for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph (A) of this section.
- C. Withholding for unpaid wages and liquidated damages. The County shall upon its own action or upon written request of an authorized representative of the Department of Labor withhold or cause to be withheld, from any moneys payable on account of work performed by the contractor or subcontractor under any such contract or any other Federal contract with the same prime contractor, or any other federally-assisted contract subject to the Contract Work Hours and Safety Standards Act, which is held by the same prime contractor, such sums as may be determined to be necessary to satisfy any liabilities of such contractor or subcontractor for unpaid wages and liquidated damages as provided in the clause set forth in paragraph (B) of this section.

- D. Subcontracts. The contractor or subcontractor shall insert in any subcontracts the clauses set forth in paragraph (A) through (D) of this section and also a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs (A) through (D) of this section.

Reference 2 CFR 200 A II (e)

4. Rights to Inventions Made Under a Contract or Agreement

If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or sub-recipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or sub-recipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency.

5. Clean Air Act:

- A. The contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq.
- B. The contractor agrees to report each violation to the County and understands and agrees that the County will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
- C. The contractor agrees to include these requirements in each subcontract exceeding \$100,000 financed in whole or in part with Federal assistance provided by FEMA.

Reference 2 C.F.R. Part 200, Appendix II

6. Federal Water Pollution Control Act

- A. The contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 et seq.
- B. The contractor agrees to report each violation to the County and understands and agrees that the County will, in turn, report each violation as required to assure notification to the Federal Emergency Management Agency, and the appropriate Environmental Protection Agency Regional Office.
- C. The contractor agrees to include these requirements in each subcontract exceeding \$100,000 financed in whole or in part with Federal assistance provided by FEMA.

Reference 2 C.F.R. Part 200, Appendix II

7. Procurement of Recycled/Recovered Materials

In the performance of this contract, the Contractor shall make maximum use of products containing recovered materials that are EPA-designated items unless the product cannot be acquired:

1. Competitively within a timeframe providing for compliance with the contract performance schedule
2. Meeting contract performance requirements; or
3. At a reasonable price.

Information about this requirement is available at EPA's Comprehensive Procurement Guidelines website, <http://www.epa.gov/cpg/>. The list of EPA-designated items is available at <http://www.epa.gov/cpg/products.htm>.

Reference 2 C.F.R. § 200.322

8. Compliance with Federal Law, Regulations, and Executive Orders

This is an acknowledgement that FEMA financial assistance will be used to fund the contract only. The contractor will comply with all applicable federal law, regulations, executive orders, FEMA policies, procedures, and directives.

Reference Financial Services and General Government Appropriations Act, 2015, Pub. L. No. 113-83, Division E, 41 § 724 (2015); DHS Standard Terms and Conditions, v 3.0, II (Dec. 4, 2013).

9. No Obligation by Federal Government

The Federal Government is not a party to this contract and is not subject to any obligations or liabilities to the non-Federal entity, contractor, or any other party pertaining to any matter resulting from the contract.

10. Program Fraud and False or Fraudulent Statements or Related Acts

The contractor acknowledges that 31 U.S.C. Chap. 38 (Administrative Remedies for False Claims and Statements) applies to the contractor's actions pertaining to this contract.

Reference 31 U.S.C. §§ 37293733

11. Non-Segregated Facilities

The Contractor and each subcontractor shall comply with the Certification of Non-segregated Facilities supplied in these Contract Documents, and this Certification shall be a part of the Contract Documents. By submission of an RFP, the Bidder and all subcontractors certify that they have familiarized themselves with the certification and that they will comply with the requirements set forth in the Certification.

12. Americans with Disabilities Act of 1990 (ADA)

The Contractor shall ensure compliance with all requirements imposed by ADA and regulations of the federal government issued thereunder.

Reference DHS Standard Terms and Conditions, v 3.0, V (Dec. 4, 2013); Standard Form 424D, 10.

13. Equal Opportunity

All eligible businesses, including Small Local Business Enterprises (SLBEs) Disadvantaged Business Enterprises (DBEs), and Women/Minority Business Enterprises (WMBEs) shall be afforded a full opportunity to participate in any award made by the County pursuant to this Request for Proposals and will not be subjected to discrimination on the basis of race, color, sex, or national origin.

The County prohibits any awarded firm awarded a contract, to discriminate on the basis of race, color, religion, sex, national origin, age, or physical handicap. Through the course of providing services to the County, Contractors shall affirmatively comply with all applicable provisions of Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and the Florida Civil Rights Act of 1992, as well as all other applicable regulations, guidelines, and standards.

Reference 2 CFR 200.321

14. Sub-Contractors

If the awarded Contractor elects to subcontract with any firm, for any portion of the work, the Contractor shall be responsible for all work performed by any subcontractor, and the Contractor shall not be relieved of any obligations under the awarded Contract.

At any time, the County may, at its discretion, require any Respondent to submit all relevant data required to establish to the satisfaction of the County, the reliability and responsibility of the proposed subcontractors to furnish and perform the work proposed.

Prior to the award of the Contract, the County will notify the Respondent in writing if the County, after due investigation, has a reasonable and substantial objection to any person or organization proposed as a subcontractor. The Respondent then may, at his option, withdraw his RFP Package, or submit an acceptable alternate sub-contractor, at no increase in pricing. If the Respondent fails to submit an acceptable substitute within seven (7) days of the original notification, the County then may disqualify the Respondent from further consideration of the award under this RFP.

The County reserves the right to disqualify any Contractor, Sub-Contractor, Vendor, or material supplier due to previously documented project problems, either with performance or quality. Sub-contractors and other persons and organizations proposed by the Respondent and accepted by the County, 42 must be used on the work for which they were proposed and accepted and shall not be changed except with the written approval of the County.

The awarded contractor shall take the following affirmative steps to ensure minority business, women's business enterprises, and labor surplus area firms are used when possible:

- A. Placing qualified small and minority businesses and women's business enterprises on solicitation lists.
- B. Ensuring that small and minority businesses, and women's business enterprises, are solicited whenever they are potential sources.
- C. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises.

- D. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises.
- E. Using the services and assistance of the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.
- F. Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (A) through (E) of this section.

Reference 2 CFR 200.321(b)(6)

15. Byrd Anti-Lobbying Amendment

Byrd Anti-Lobbying Amendment, 31 U.S.C. 1352, as amended by the Lobbying Disclosure Act of 1995, P.L. 104-65 [to be codified at 2 U.S.C. § 1601, et seq.] - Contractors who apply or bid for an award of \$100,000 or more shall file the certification required by 49 CFR part 20, "New Restrictions on Lobbying." Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier shall also disclose the name of any registrant under the Lobbying Disclosure Act of 1995 who has made lobbying contacts on its behalf with non-Federal funds with respect to that Federal contract, grant, or award covered by 31 U.S.C. 1352. Such disclosures are forwarded from tier to tier up to the recipient.

Reference 2 CFR 200 A II (j)

16. Suspension and Debarment

- A. . This contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such the contractor is required to verify that none of the contractor, its principals (defined at 2 C.F.R. § 180.995), or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).
- B. The contractor must comply with 2 C.F.R. pt. 180, subpart C, and 2 C.F.R. pt. 3000, subpart C, and must include a requirement to comply with these regulations in any lower-tier covered transaction it enters into.
- C. This certification is a material representation of fact relied upon by (insert name of sub-grantee). If it is later determined that the contractor did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to (name of state agency serving as grantee and name of sub-grantee), the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

Reference Chapter IV, 6.d and 12.a.ix; 2 C.F.R. Part 200, Appendix II, I; DHS Standard Terms and Conditions, v 3.0, X (Dec. 4, 2013)

ATTACHMENT "B"
PROJECT DEFINITIONS

ATTACHMENT 'B' – Project Definitions

Project Specific Terms and Definitions:

1. **ACM** – Asbestos Containing Material
2. **Authorized Representative** – City employees and/or contracted individuals designated by the City or City Debris Manager.
3. **CEI** – Construction Engineering & Inspection
4. **CFR** – Code of Federal Regulations
5. **Chipping or Mulching** - The process of reducing woody material, such as lumber and vegetative debris, by mechanical means into small pieces to be used as mulch or fuel. Woody debris can be reduced in volume by approximately 75 percent, based on data obtained during reduction operations. The terms “chipping” and “mulching” are often used interchangeably.
6. **Cleanup Crew** – A group of individuals and/or an individual working for the disaster debris collection contractor, collecting disaster debris.
7. **Construction and Demolition Debris (C&D)** – See Eligible Constructions and Demolition Debris
8. **City Debris Manager** – The City will designate a City Debris Manager, who will lead the debris removal process and provide general oversight for all phases of debris removal operations within the City.
9. **Debris** – Items and materials broken, destroyed, or displaced by a natural or man-made federally declared disaster. Examples of debris include, but are not limited to, vegetative, construction, and demolition debris, and personal property.
10. **Debris Clearance** – Clearing roads by pushing debris to the roadside to accommodate emergency traffic.
11. **Debris Management Site (DMS)** – A location to temporarily store, reduce, segregate, and/or process debris before it is hauled to its final disposition. May also be referred to as a Temporary Debris Storage and Reduction Site (TDSRS) or Temporary Debris Staging and Processing Facility (TDSPF).
12. **Debris Monitoring** – Actions taken by applicants in order to document eligible quantities and reasonable expenses during debris activities to ensure that the work complies with the contract scope-of-work and/or is eligible for Federal or State grant reimbursement.
13. **Debris Removal** – Picking up debris and taking it to a debris management site, composting facility, recycling facility, permanent landfill, or other reuse or end-use facility.
14. **Debris Removal Contractor** – Conducts debris removal operations per the terms of the contract. The term includes primary contractor(s), subcontractors, and individual crews.
15. **Demobilization** – Following the completion of services provided under the resulting contract, the Contractor will remove all equipment, supplies, and other associated materials involved in the services provided to the City. The Contractor will leave all sites utilized clean and restored to the original state as approved by the City and verified through soil and groundwater samples.
16. **Demolition** – The act or process of reducing a structure, as defined by State or local code, to a collapsed condition. It contrasts with deconstruction, which is the taking down of a building while carefully preserving valuable elements for reuse.
17. **DEP** – Florida Department of Environmental Protection (FDEP)
18. **DDIR** – Detailed Damage Inspection Report
19. **Disaster Specific Guidance** – Disaster Specific Guidance (DSG) is a policy statement issued in response to a specific post-event situation or need in a state or region. Each DSG is issued a number and is generally referred to, along with their numerical identification.
20. **DMS** – Debris Management Site

21. **DOT** – Department of Transportation (Generally, Florida DOT)
22. **Eligible** – Eligible means qualifying for and meeting the most current stipulated requirements (at the time written Task Orders are issued and executed by the City to the Contractor) of the Federal Emergency Management Agency (FEMA) Publication FP-104-009-2 Public Assistance Program and Policy Guide and all current FEMA fact sheets, guidance documents, and disaster-specific documents. Eligible also includes meeting any changes in definition, rules, or requirements regarding debris removal reimbursement as stipulated by the Federal Emergency Management Agency during the course of a debris removal project.
23. **Eligible Construction and Demolition Debris** – FEMA Publication FP-104-009-2 defines eligible construction and demolition (C&D) debris as damaged components of buildings and structures such as: lumber and wood, gypsum wallboard, glass, metal, roofing material, tile, carpeting and floor coverings, window coverings, plastic pipe, concrete, fully cured asphalt, heating, ventilation and air conditioning systems and their components, light fixtures, small consumer appliances, equipment, furnishings and fixtures that are a result of a disaster event. (Note: This definition of C&D is for disaster recovery purposes and is not the same definition commonly used in other solid waste documents, such as FDEP Chapter 62-701.) Current eligibility criteria include:
- Debris must be located within a designated disaster area and be removed from an eligible applicant’s improved property or right-of-way.
 - Debris removal must be the legal responsibility of the applicant.
 - Debris must be a result of the major disaster event.
24. **Eligible Hanger** – An eligible hanger is a hazardous limb that poses a significant threat to the public. The current eligibility requirements for hazardous hangers, according to FEMA Publication FP-104-009-2, are:
- The limb must be greater than two inches in diameter;
 - The limb must be suspended in a tree and threatening a public-use area, and the
 - limb must be located on improved public property.
25. **Eligible Hazardous Stump** – A stump is defined as hazardous and eligible for reimbursement if all of the following criteria are met. The current eligibility requirements for hazardous hangers, according to FEMA Publication FP-104-009-2, are:
- The stump has fifty percent (50%) or more of the root-ball exposed
 - The stump is greater than twenty-four (24) inches in diameter when measured twenty-four (24) inches from the ground.
 - The stump is located on a public right-of-way.
 - The stump poses an immediate threat to public health and safety.

26. **Eligible Household Hazardous Waste (HHW)** – The Resource Conservation and Recovery Act (RCRA) defines hazardous waste as materials that are ignitable, reactive, toxic, and corrosive or meet other listed criteria. Examples of Eligible HHW include items such as paints, cleaners, pesticides, etc. The eligibility criteria for HHW are as follows:

- HHW must be located within a designated disaster area and be removed from an Eligible applicant's improved property or right-of-way.
- HHW removal must be the legal responsibility of the applicant.
- HHW must be a result of the major disaster event.

The collection of commercial disaster related hazardous waste is generally not eligible for reimbursement. Commercial hazardous waste will only be collected in the City with written authorization by the City Debris Manager. The disposal of all hazardous waste must be in accordance with all rules and regulations of local, state, and federal regulatory agencies.

(6) **Eligible Leaner** – A tree is considered hazardous and defined as an eligible leaner when the tree's present state is caused by a disaster, the tree poses a significant threat to the public, and the tree is six inches in diameter or greater as measured 4.5 feet from the ground. The current eligibility requirements for leaning trees, according to FEMA Publication FP-104-009-2, include:

- The tree has more than fifty percent (50%) of the crown damaged or destroyed (requires written documentation from an arborist).
- The tree has a split trunk or broken branches that expose the heartwood.
- The tree has fallen or been uprooted within a public use area.
- The tree is leaning at an angle greater than thirty (30) degrees.

27. **Eligible Vegetative Debris** – As outlined in FEMA Publication FP-104-009-2, eligible vegetative debris consists of whole trees, tree stumps, tree branches, tree trunks, and other leafy material. Vegetative debris will largely consist of mounds of tree limbs and branches piled along the public ROW by residents and volunteers. Current eligibility criteria include:

- Debris must be located within a designated disaster area and be removed from an eligible applicant's improved property or right-of-way.
- Debris removal must be the legal responsibility of the applicant.
- Debris must be a result of the major disaster event.

28. **Eligible White Goods** – As outlined in FEMA Publication FP-104-009-2, Eligible White Goods are defined as discarded disaster related household appliances such as refrigerators, freezers, air conditioners, heat pumps, ovens, ranges, washing machines, clothes dryers and water heaters. White goods can contain ozone-depleting refrigerants, mercury or compressor oils that the federal Clean Air Act prohibits from being released into the atmosphere. The Clean Air Act specifies that only qualified technicians can extract refrigerants from white goods before they can be recycled. The eligibility criteria for white goods are as follows:

- White goods must be located within a designated disaster area and be removed from an Eligible applicant's improved property or ROW.
 - White goods removal must be the legal responsibility of the applicant.
 - White goods must be a result of the major disaster event.
29. **Emergency Relief Program** – Provides for the funding of emergency roadway clearing and first pass disaster debris removal on federal aid highways following a Governor declared disaster. This program is administered by the Federal Highway Administration.
30. **EPA** – United States Environmental Protection Agency
31. **ER** – Emergency Relief
32. **E-Scrap** – End of life electronics, typically televisions, computers, and related components
33. **FDEP** – Florida Department of Environmental Protection (DEP)
34. **FDOT** – Florida Department of Transportation
35. **FEMA** – Federal Emergency Management Agency
36. **FEMA Public Assistance Program and Policy Guide (PAPPG)**- comprehensive, consolidated program and policy document for Public Assistance program grants. The PAPPG will supersede all previous policies and publications for disasters declared on or after January 1, 2016. This publication is specifically dedicated to the rules, regulations, and policies associated with the debris cleanup process. Familiarity with this publication and any revisions can aid a local government in limiting the amount of non-reimbursable expenses. The PAPPG provides the framework for the debris removal process authorized by the Stafford Act including:
- Eliminating immediate threats to lives, public health, and safety.
 - Eliminating immediate threats of significant damage to improved public or private property.
 - Ensuring the economic recovery of the affected community to the benefit of the community-at-large.
37. **FHWA** – Federal Highway Administration
38. **Field Inspector** – Monitor
39. **First Pass:** *Removal of all debris on the affected roadways from within the right of ways as directed and authorized by the City, FHWA, FEMA, FDOT.*
40. **FMIS** – Fiscal Management Information System
41. **Force Account Labor** – Labor performed by the applicant's permanent, full time or temporary employees.
42. **Garbage** – *Waste that is regularly picked up by an applicant. Common examples of garbage are food, packaging, plastics, and papers.*
43. **Green Waste:** *Biodegradable waste that can be comprised of yard trimmings, leaves, shrubs, plants, grass, tree trunks, uprooted stumps that arise from households, parks, and commercial premises.*
44. **Grinding** – Reduction of disaster-related vegetative debris through mechanical means into small pieces to be used as mulch or fuel. Grinding may also be referred to as chipping or mulching.
45. **Hangers** – *See Eligible Hanger*

46. **Hazardous Waste** – Waste with properties that make it potentially harmful to human health or the environment. Hazardous waste is regulated under the Resource Conservation and Recovery Act (RCRA). In regulatory terms, a RCRA hazardous waste is a waste that appears on one of the four hazardous wastes lists or exhibits at least one of the following four characteristics: ignitability, corrosivity, reactivity or toxicity.
47. **HHW** – *Household Hazardous Waste*
48. **Hold Harmless** – Generally, a contractual arrangement whereby one party agrees to hold the other party without responsibility for damage or other liability incurred as a result of a particular action or transaction.
49. **Household Hazardous Waste** – See Eligible Household Hazardous Waste
50. **Landfill** – Seminole County, located at 1930 E. Osceola Road, Geneva, FL 32732.
51. **Leaners** – See Eligible Leaner
52. **Moving Ahead for Progress in the 21st Century (MAP 21)**- In October of 2012, FHWA issued Moving Ahead for Progress in the 21st Century (MAP 21). Among the many changes included in MAP 21 are procedures for managing debris following a disaster. Most significantly, all debris removal for major disasters declared under the Stafford Act is now funded by FEMA rather than FHWA. This provision requires that municipalities monitor debris removal from FHWA road segments in accordance with FEMA guidance and regulations rather than that of the FHWA-ER program.
53. **Monitor** – Person that observes day-to-day operations of debris removal crews to ensure they are performing eligible work, meeting the City’s expectations and contractual requirements and are in compliance with all applicable Federal, State and local regulations. (May also be referred to as a Field Inspector.)
54. **Mulching or Chipping** – *See Chipping or Mulching*
55. **Mutual Aid Agreement** - A written understanding between communities and States obligating assistance during a disaster. See FEMA Publication FP-104-009-2, Mutual Aid Agreements for Public Assistance and Fire Management Assistance.
56. **National Response Plan (NRP)** – A plan developed to facilitate the delivery of all types of Federal assistance to States following a disaster. It outlines the planning assumptions, policies, concept of operations, organizational structures and specific assignments and agencies involved in Federal assistance to supplement State, tribal and local efforts.
57. **OSHA** – Occupational Safety and Health Administration
58. **Outbuilding** - Any structure secondary to a house such as a barn, shed or outhouse separated from the main structure.
59. **PPE** – Personal Protective Equipment. May also be referred to as “Safety Gear.”
60. **RACM** – Regulated Asbestos Containing Material
61. **RCRA** – Resource Conservation and Recovery Act
62. **Recycling** – The recovery or use of wastes as a raw material for making products of the same or different nature as the original product.
63. **Refrigerant** – Ozone depleting compound that must be removed from white goods or other **refrigerant** containing items prior to recycling or disposal.
64. **Regulated Waste** – Any waste that is regulated by the USEPA, FDEP, or local rules/ordinance.
65. **RFB** – Request for Bid
66. **RFP** – Request for Proposal
67. **Right of Entry** – As used by FEMA, the document by which a property owner conveys to an eligible applicant, its contractor, or the United States Army Corps of Engineers the right to enter onto private property for a specific purpose without committing trespass.
68. **Right-of-Way** – The portions of land over which facilities such as highways, railroads, or power lines are built. It includes land on both sides of the facility up to the private property line.

- 69. **ROE** – Right-of-entry
- 70. **ROW** – Right-of-way
- 71. **RRC** – Rapid Response Crew
- 72. **Scale/Weigh Station** – A scale used to weigh trucks as they enter and leave a landfill. The difference in weight determines the tonnage dumped, and a tipping fee is charged accordingly. It may also be used to determine the quantity of debris picked up and hauled.
- 73. **TDSPF** - Temporary Debris Staging and Processing Facility. Site where collected debris is taken by the debris removal contractors for staging and processing prior to final disposal. May also be referred to as a Debris Management Site (DMS).
- 74. **TDSR Site** – Temporary Debris Storage and Reduction Site
- 75. **Temporary Debris Storage and Reduction Site** – Temporary Debris Storage and Reduction (TDSR) sites are locations designated by the City for the storage and reduction of disaster-related debris.
- 76. **Tipping Fee** – A fee charged by landfills or other waste management facilities based on the weight or volume of debris dumped.
- 77. **TSDF** – Hazardous Waste Treatment, Storage and Disposal Facility.
- 78. **United States Army Corps of Engineers (USACE)** – A component of the United States Army responsible for constructing and maintaining military installations and other government-owned and controlled facilities. The USACE may be used by FEMA when direct Federal assistance, issued through a mission assignment, is needed.
- 79. **White Goods** – See Eligible White Goods

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Acronyms

1. ACM Asbestos Containing Material C&D Construction and Demolition CBRA Coastal Barrier Resources Act
2. CBRN Chemical, Biological, Radiological, and Nuclear CBRS Coastal Barrier Resources System
3. CEI Construction Engineering and Inspection CFR Code of Federal Regulations
4. CTS Central Transfer Station CWA Clean Water Act
5. CZMA Coastal Zone Management Act DDIR Detailed Damage Inspection Report
6. DEP Florida Department of Environmental Protection (Same as FEDP) DMS Debris Management Site
7. DOT Department of Transportation DPW Department of Public Works DRM Disaster Recovery Manager
DTFL Debris Task Force Leader
8. ECAP3 Environmental Compliance, Assistance and Pollution Prevention Program EO Executive Order
9. EPA Environmental Protection Agency ER Emergency Relief
10. ESA Endangered Species Act ESF Emergency Support Function
11. FDOT Florida Department of Transportation FEMA Federal Emergency Management Agency FHWA
Federal Highway Administration
12. FMIS Fiscal Management Information System GIS Geographic Information System
13. GPS Global Positioning System HHW Household Hazardous Waste
14. HUD Department of Housing and Urban Development IA Individual Assistance
15. ICS Incident Command System JFO Joint Field Office
16. MAP21 Moving Ahead for Progress in the 21st Century NEPA National Environmental Policy Act
17. NHPA National Historic Preservation Act, NRCS Natural Resources Conservation Service, NRP National
Response Plan
18. OCC Office of Chief Counsel
19. OSHA Occupational Safety and Health Administration PA Public Assistance
20. PAPPG Public Assistance Program and Policy Guide PDA Preliminary Damage Assessment
21. PNP Private Non-Profit
22. PPDR Private Property Debris Removal PPE Personal Protective Equipment PW Project Worksheet
23. RACM Regulated Asbestos Containing Material RCRA Resource
Conservation and Recovery Act RFB Request for Bid
24. RFP Request for Proposals ROE Right-of-Entry ROW Right-of-Way
25. RRC Rapid Response Crew
26. SHPO State Historic Preservation Officer
27. TDSPF Temporary Debris Staging and Processing Facility TDSR Site
Temporary Debris Storage and Reduction Site USACE United States
Army Corps of Engineers
28. USCG United States Coast Guard USDA United States Department of Agriculture
29. WSRA Wild and Scenic Rivers Act

ATTACHMENT “C”

**FHWA 1273- Revised October 23, 2023
REQUIRED CONTRACT PROVISIONS FEDERAL-AID
CONSTRUCTION CONTRACT**

See the link to the revised document at

<https://www.fhwa.dot.gov/construction/cqit/form1273.cfm>

ATTACHMENT “D” – 23 CF Part 635.410
Buy America Requirements

- a. The provisions of this section shall prevail and be given precedence over any requirements of this subpart which are contrary to this section. However, nothing in this section shall be construed to be contrary to the requirements of §635.409(a) of this subpart.
- b. No Federal-aid highway construction project is to be authorized for advertisement or otherwise authorized to proceed unless at least one of the following requirements is met:
 - (1) The project either: (i) Includes no permanently incorporated steel or iron materials, or (ii) if steel or iron materials are to be used, all manufacturing processes, including application of a coating, for these materials must occur in the United States. Coating includes all processes which protect or enhance the value of the material to which the coating is applied.
 - (2) The State has standard contract provisions that require the use of domestic materials and products, including steel and iron materials, to the same or greater extent as the provisions set forth in this section.
 - (3) The State elects to include alternate bid provisions for foreign and domestic steel and iron materials which comply with the following requirements. Any procedure for obtaining alternate bids based on furnishing foreign steel and iron materials which is acceptable to the Division Administrator may be used. The contract provisions must (i) require all bidders to submit a bid based on furnishing domestic steel and iron materials, and (ii) clearly state that the contract will be awarded to the bidder who submits the lowest total bid based on furnishing domestic steel and iron materials unless such total bid exceeds the lowest total bid based on furnishing foreign steel and iron materials by more than 25 percent.
 - (4) When steel and iron materials are used in a project, the requirements of this section do not prevent a minimal use of foreign steel and iron materials, if the cost of such materials used does not exceed one-tenth of one percent (0.1 percent) of the total contract cost or \$2,500, whichever is greater. For purposes of this paragraph, the cost is that shown to be the value of the steel and iron products as they are delivered to the project.
- c. (c)(1) A State may request a waiver of the provisions of this section if;
 - (i) The application of those provisions would be inconsistent with the public interest; or
 - (ii) Steel and iron materials/products are not produced in the United States in sufficient and reasonably available quantities which are of a satisfactory quality.

City of Belle Isle

RFP 2026-02: Emergency Debris Monitoring Services

- (2) A request for waiver, accompanied by supporting information, must be submitted in writing to the Regional Federal Highway Administrator (RFHWA) through the FHWA Division Administrator. A request must be submitted sufficiently in advance of the need for the waiver in order to allow time for proper review and action on the request. The RFHWA will have approval authority on the request.
 - (3) Requests for waivers may be made for specific projects, or for certain materials or products in specific geographic areas, or for combinations of both, depending on the circumstances.
 - (4) The denial of the request by the RFHWA may be appealed by the State to the Federal Highway Administrator (Administrator), whose action on the request shall be considered administratively final. **RFP# 2026-01 - EMERGENCY DEBRIS HAULING AND DISPOSAL**
 - (5) A request for a waiver which involves nationwide public interest or availability issues or more than one FHWA region may be submitted by the RFHWA to the Administrator for action.
 - (6) A request for waiver and an appeal from a denial of a request must include facts and justification to support the granting of the waiver. The FHWA response to a request or appeal will be in writing and made available to the public upon request. Any request for a nationwide waiver and FHWA's action on such a request may be published in the Federal Register for public comment.
 - (7) In determining whether the waivers described in paragraph (c)(1) of this section will be granted, the FHWA will consider all appropriate factors, including, but not limited to, cost, administrative burden, and delay that would be imposed if the provision were not waived.
- d. Standard State and Federal-aid contract procedures may be used to assure compliance with the requirements of this section.

[48 FR 53104, Nov. 25, 1983, as amended at 49 FR 18821, May 3, 1984; 58 FR 38975, July 21, 1993]

ATTACHMENT “E”

**HAZARDOUS STUMP EXTRACTION AND REMOVAL ELIGIBILITY
DAP9523.11 – May 15, 2007**

Hazardous stump extraction and removal shall be documented and reimbursed in accordance with FEMA’s Disaster Assistance Policy DAP9523.11, Hazardous Stump Extraction and Removal Eligibility (May 15, 2007 or most recent version), as incorporated in the FEMA Public Assistance Debris Management Guide (FEMA 325) and the current FEMA Public Assistance Program and Policy Guide (PAPPG).

ATTACHMENT "F" FEMA COMPLIANCE ADDENDUM

A. Federal Funding Acknowledgment

This contract may be funded in whole or in part by FEMA Public Assistance. Contractor agrees to comply with all applicable FEMA, federal, state, and local requirements as a condition of payment.

B. Uniform Guidance (2 CFR Part 200)

Contractor agrees to comply with all applicable provisions of 2 CFR Part 200, including procurement standards, cost principles, and audit requirements.

C. No Guarantee of Reimbursement

The City makes no representation or guarantee regarding FEMA reimbursement. Contractor assumes the risk of non-reimbursement arising from noncompliance with FEMA requirements.

D. Documentation Standards

Contractor shall maintain accurate, complete, and contemporaneous records sufficient to substantiate FEMA eligibility, quantities, and costs.

E. Subcontractor Compliance

Contractor shall ensure that all subcontractors comply with this Addendum and all FEMA requirements. Contractor remains responsible for subcontractor actions.

F. Conflict Resolution

In the event of a conflict between this Addendum and other contract provisions, this Addendum shall control to the extent required to maintain FEMA compliance.

Company Name: UNITED FREIGHT SERVICES
DBA - UNITED LAND SERVICES

Authorized representative (printed): Annie Stone, Safety & Compliance Officer

Authorized representative (signature): 

Project Number: **RFP #2026-02**

Date: 04/08/2026

ATTACHMENT "G" FEMA DAILY DOCUMENTATION CHECKLIST

Contractor Checklist (Daily)

- FEMA-approved scope confirmation
- Truck certification & capacity documentation
- Load tickets (complete, legible, signed)
- Debris type verification
- Disposal/reduction site verification
- Equipment usage logs
- Daily work reports

Signature

Date

Monitor Checklist (Daily)

- Pre-work briefing documentation
- Load ticket issuance & validation
- Truck capacity verification
- Debris type confirmation
- Photo documentation (before, during, after)
- Stump eligibility verification (if applicable)
- End-of-day reconciliation logs

Signature

Date

ATTACHMENT "H"

STAGING AUTHORIZATION FORM

(For Debris Hauling & Monitoring Contracts)

1. DISASTER INFORMATION

- Disaster/Event Name:
FEMA Declaration Number (if assigned):
Incident Period (if known):
Anticipated Landfall/Impact Date:

2. CONTRACT INFORMATION

- RFP 2026-01 - Emergency Debris Hauling & Disposal
RFP 2026-02 - Debris Monitoring Services
Contractor Name:
Contract Number:

3. STAGING AUTHORIZATION

This form constitutes written authorization for pre-positioning or staging of personnel and/or equipment in accordance with contract terms.

Type of Authorization:

- Pre-Event Staging
Post-Event Mobilization
Standby Pending Damage Assessment
Other:

4. JUSTIFICATION FOR STAGING

(To support FEMA eligibility)

- National Weather Service advisory indicates credible threat
Governor Emergency Order issued
Anticipated immediate life-safety threat
Critical roadway clearance anticipated
Other (explain):

City Determination of Necessity:

5. APPROVED STAGING DETAILS

A. Location(s) of Staging:

B. Authorized Start Date/Time:

C. Maximum Authorized Duration:

- 24 Hours
- 48 Hours
- 72 Hours
- Other: _____ (must be justified)

D. Equipment Authorized (Hauling Contract Only)

Equipment Type	Quantity	FEMA Rate Ref	Notes
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E. Personnel Authorized (Monitoring or Hauling)

Position	Quantity	Shift Hours	Notes
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6. DOCUMENTATION REQUIREMENTS

The Contractor shall provide daily:

- Equipment logs (ID, hours, status)
- Personnel time sheets
- GPS or location verification (if applicable)
- Daily readiness report
- Mobilization documentation
- Photographic verification of staging site

Failure to provide documentation may result in non-payment.

7. FEMA ELIGIBILITY NOTICE

The Contractor acknowledges:

- FEMA reimbursement for staging and standby is limited.
- Prolonged idle time may be ineligible.
- Only costs determined reasonable and necessary will be paid.
- Costs disallowed due to lack of necessity, documentation, or excessive duration shall not be reimbursable by the City.

8. MODIFICATION / RELEASE

- Staging extended (new expiration): _____
 - Personnel/equipment reduced (see attached revision)
 - Staging terminated effective: _____
-

9. CITY AUTHORIZATION

By signing below, the City authorizes staging under the conditions listed above.

Authorized City Official:

Name: CITY OF BELLE ISLE – _____

Title: CITY MANAGER

Signature: _____

Date/Time: _____

10. CONTRACTOR ACKNOWLEDGMENT

The Contractor acknowledges receipt of this authorization and agrees to comply with all documentation and FEMA eligibility requirements.

Contractor Representative:

Name: Annie Stone

Title: Safety & Compliance Officer

Signature: *Annie Stone*

Date/Time: 04/08/2026
