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 PROCUREMENT DEPARTMENT
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COVER PAGE

RFP_2024_003 – DISASTER DEBRIS REMOVAL AND DISPOSAL SERVICES

LAST DAY FOR QUESTIONS: 6/5/2024, 2:00 PM, Est.

DUE DATE: 6/12/2024, 2:00 PM, Est.

SUMMARY OF SCOPE: The County is soliciting sealed proposals for Disaster Debris Removal and Disposal Services in response to the impact of natural disasters from qualified, experienced contractor(s) who are capable of efficiently removing, reducing, and disposing of natural disaster-related debris from County right-of-ways (ROW) and public property within Levy County.

SUBMITTAL OF PROPOSAL: Levy County only accepts electronic submittals through “E-Bidding” on the DemandStar platform, www.DemandStar.com. In order to submit a proposal in response to this solicitation the proposer must be registered with DemandStar.

For questions relating to this bid, contact Ali Tretheway, Procurement Coordinator at Tretheway-ali@levycounty.org.

ITEMS THAT MUST BE INCLUDED WITH PROPOSAL: Submitting an incomplete document may deem the proposal non-responsive, causing rejection. Please check each box for each item submitted with proposal. Prior to submitting my proposal, I have verified that all forms are attached and are considered as part of my proposal:

- COVER PAGE
- COMPLETED RESPONSE SIGNATURE FORM
- STATEMENT OF PROPOSER’S FINANCIAL STABILITY
- COPIES OF CERTIFICATIONS/LICENSES
- PERFORMANCE AND PAYMENT BOND (Will supply after contract award)
- DRUG-FREE WORKPLACE FORM
- NON-COLLUSION AFFIDAVIT
- CERTIFICATE OF INSURABILITY (AS NOTED IN PART 3 SECTION 14)
- SWORN STATEMENT ON PUBLIC ENTITY CRIME
- CONFLICT OF INTEREST DISCLOSURE STATEMENT
- CONTRACT EXCEPTION FORM
- VENDORS ON SCRUTINIZED COMPANIES LIST
- VENDOR INFORMATION SHEET
- W9 FORM

Company Name: TFR Enterprises, Inc.
 Name: Tipton F. Rowland, CEO
 Address: 601 Leander Drive, Leander TX 78641
 Mailing Address (if Different): _____
 Email (Required): tiffany@tfrinc.com
 Telephone: 512-260-3322 FEIN: 72-1149862

By signing this form, I acknowledge I have read and understand, and my firm complies with all General Conditions and requirements set forth herein:

SIGNATURE OF AUTHORIZED REPRESENTATIVE: 

DATE SUBMITTED: 06/12/2024

THIS DOCUMENT MUST BE COMPLETED AND RETURNED WITH YOUR SUBMITTAL

Table of Contents

Levy County Cover Page Table of Contents

Tab 1. Introductory

Letter of Introduction	1
References	3

Tab 2. Contractor's Experience/Past Performance

Organization Chart	4
Qualifications of Key Personnel	5
Resumes	Excluded from Page Count	
Past Performance	7
Mobilization Plan	12
Project Management Approach	13
Technical Approach	17
Understanding Scope of Work	32
FEMA Experience	36
Documentation Process	38
Ability to Handle Multiple Concurrent Contracts	41
Subcontracting Plan	45
Equipment Chart	49

Tab 3. Price Proposal

Tab 4. DBE/SBE/MBE/DBE Certification

Tab 5. Required and Optional Forms

Tab 1. Introductory

June 12, 2024

Levy County Board of Commissioners
Procurement Department
P.O. Box 310
310 School Street
Bronson, FL 32621

RE: RFP #2024-003 Disaster Debris Removal and Disposal Services

To Whom It May Concern,

Thank you for considering TFR Enterprises as Levy County's disaster recovery contractor. Established in 1989 and headquartered in Leander, Texas with field offices across America, our corporation has served those impacted by devastating extreme weather on more than 450 projects nationwide. In our 34 years of disaster recovery experience, **TFR has collected and processed over 70,000,000 cubic yards of debris.** TFR is prepared, equipped, and ready to provide a turnkey, expedited, and cost-effective emergency response solution compliant with emergency management guidelines and public policy. TFR is a member of the National Disaster Recovery Coalition of America whose members fulfill the nation's mission of preparing for, responding to, recovering from, and mitigating against disasters and emergencies by working side-by-side with federal, state, and local governments. DRCA's membership is comprised of top emergency management experts and contractors in the country, representing over 15 industries and a broad range of critical emergency management-related products, services, and capabilities.

TFR's capacity is unlimited with no job or disaster too large. **For example, in 2023, TFR managed 3,500,000 cubic yards of debris while serving 22 cities, counties, and state agencies within 9 states.** In response to the crippling 2020 hurricane season, TFR managed 57 simultaneous contract activations that spanned Iowa, Louisiana, Mississippi, Alabama, Texas, and Oklahoma. With a database of over 1,000 subcontractors and an expansive fleet of owned equipment, TFR Enterprises is prepared to tackle the greatest challenges. Our dedication to service is best described by Morgan Tyrone, Project Manager for Highland Hammock State Park: "After almost 30 years as a Florida Park Service Manager, I wish that all park vendors were as helpful, communicative, flexible, efficient, safe, and trustworthy. TFR was an extension of our own staff during a trying time with extensive damage over 11,000 acres in two parks separated by 20 miles."

TFR owns more than 200 pieces of equipment, including a fleet of self-loading debris-hauling trucks, rubber-tired/tracked loaders, heavy-haulers, excavators, dozers, and eight (8) Diamond-Z Model 1463 Tub Grinders for vegetative debris reduction (grinding). Not only is this company-owned equipment uncommitted on current long-term contracts, but it is also primarily designed for debris removal operations. Owning one of the nation's largest fleets of equipment allows TFR to mobilize quickly and efficiently while managing multiple projects.

Debris clearing, removal, and processing are only the initial phases of recovery efforts. TFR understands and has extensive experience implementing all phases of environmental and infrastructure recovery to return communities to their pre-storm quality of life. Our suite of services includes land clearing, stream and river clearing and diversion, tree removal, trimming and pruning at parks, golf courses, and on rights-of-way, tree repair and maintenance, debris recycling, tub grinding, hauling, and demolition.

At TFR, we know that projects of this scope can be a huge financial burden. Our staff is well-versed in the FEMA reimbursement process and can provide guidance when needed. **ALL TFR'S CLIENTS HAVE RECEIVED 100% OF THE ELIGIBLE REIMBURSABLE AMOUNT.** Our financial strength allows us to fund and start the project as the reimbursement process begins.

TFR declares that this proposal is in all respects fair and in good faith without collusion or fraud and that the signor of the proposal has the authority to bind TFR Enterprises, Inc. for contractual needs.

Once again, thank you for offering TFR the opportunity to become the disaster recovery contractor for Levy County and its representatives. The authorized representatives for TFR Enterprises, Inc. are as follows:

Primary Contact for RFP:

Tiffany Jean
Contract Manager
Office: (512) 260-3322
Mobile: (512) 565-0710
tiffany@tfrinc.com

Signature Authority:

Tipton F. Rowland
CEO/President
Mobile: (281) 731-4398

Project Manager:

Mel Utterback
Project Manager
Mobile: (512) 619-1087

Sincerely,



Tipton F. Rowland,
CEO/President
601 Leander Drive
Leander, Texas 78641
Office: 512-260-3322
Incorporated in 1989
FEIN#: 72-1149862
DUNS: 08-1346561

References

1. City of Round Rock

Point of Contact: Ricci Stray – Forestry Department

Address: 301 West Bagdad Ave., Ste 250, Round Rock, TX 78664

Phone: (512) 801-7391

Email: rstrayhorn@roundrocktexas.gov

Contract Term: February 2023 to April 2023

Contract Amount: \$1,658,989.00

Description of Work: Emergency removal, reduction, and disposal of debris and hazardous trees from 2023 ice storm. **(6,662 Operator/Equipment Hours)**

2. Florida Department of Environmental Protection

Point of Contact: V. Morgan Tyrone – Project Manager, Highland Hammock State Park

Address: 5931 Hammock Rd, Sebring, FL 33872

Phone: (863) 386-6099

Email: victor.tyrone@dep.state.fl.us

Contract Term: October 2022 to December 2022

Contract Amount: \$51,884.00

Description of Work: Emergency removal, reduction, and disposal of debris and hazardous trees from Hurricane Ian. **(9,000 CY and 216 Hazardous Trees)**

3. Florida Southwestern State College

Point of Contact: Mat Mason – Director of Facilities Management

Address: 8099 College Parkway, D-214, Ft. Myers, FL 33919

Phone: (239) 985-3497

Email: matthew.mason@fsw.edu

Contract Term: October 2022 to November 2022

Contract Amount: \$429,492.00

Description of Work: Removal of vegetative debris, hazardous leaners, hangers, and stump removal following Hurricane Ian. **(12,687 CY and 1,390 Operator/Equipment Hours)**

4. City of Norman

Point of Contact: Joseph Hill – Streets Department

Address: 201 W. Gray St., Norman, OK 73069

Phone: (405) 788-2112

Email: joseph.hill@normnok.gob

Contract Term: October 2020 to February 2021

Contract Amount: \$4,054,876.00

Description of Work: Removal, reduction, hauling, and final disposal of hazardous trees from ROW. **(572,000 CY and 9,995 Hazardous Trees)**

5. Iowa Department of Homeland Security and Emergency Management

Point of Contact: Jordan Moser – Strategic Planner

Address: 6100 NW 78th Ave., Johnston, IA 50131

Phone: (515) 323-4246

Email: Jordan.moser@iowa.gov

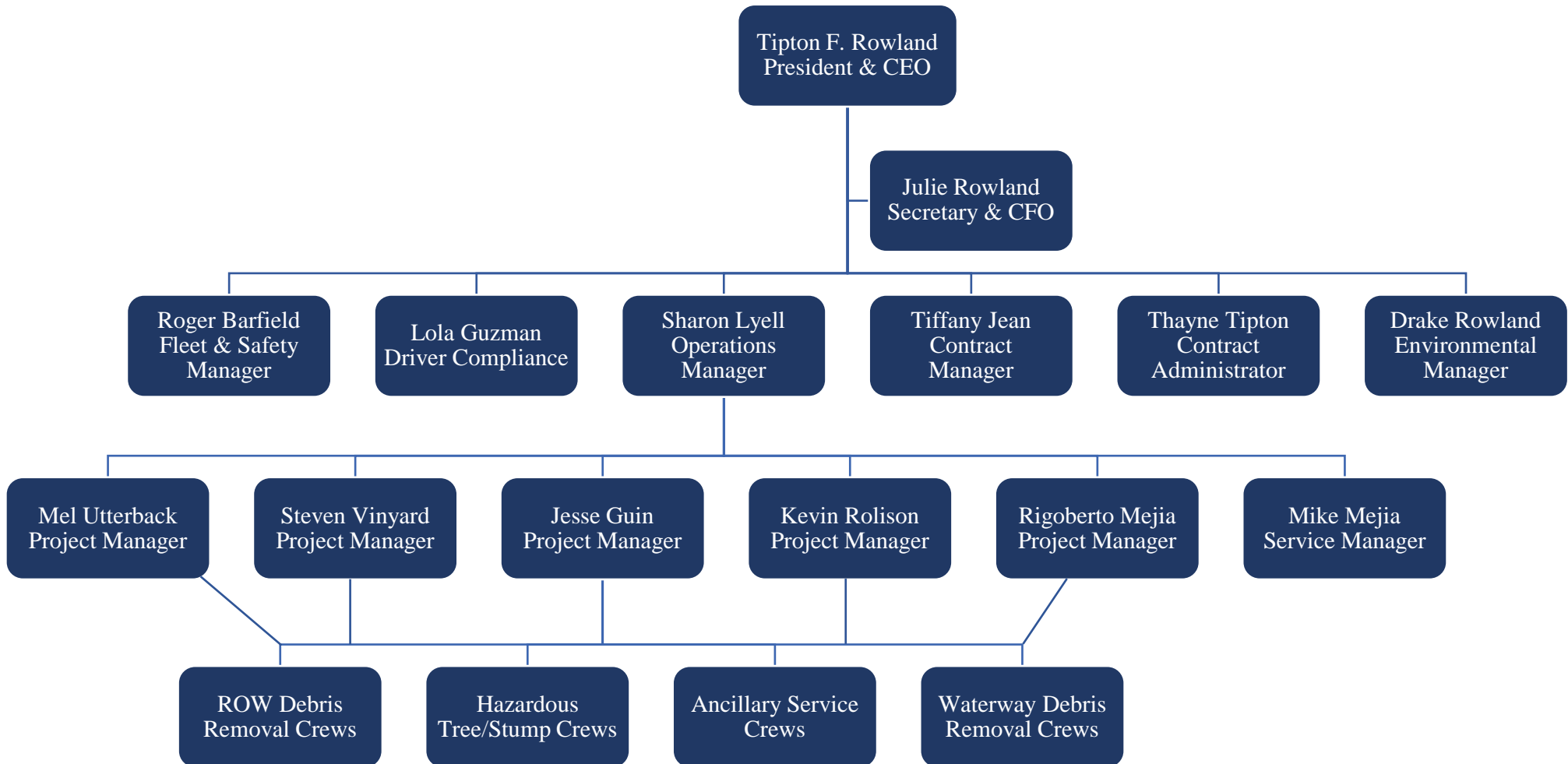
Contract Term: September 2020 to February 2021

Contract Amount: \$7,722,536.00

Description of Work: Reduction of vegetative storm debris. **(1,600,00 CY)**

Tab 2. Contractor's Experience/Past Performance – Organizational Chart

TFR Enterprises, Inc
Organizational Chart




























Qualifications and Experience of Key Personnel

Experience and Qualifications of Key Personnel

TFR has assembled a team with a combined 155 years of experience in emergency debris removal, reduction, and management services. From Hurricane Andrew to the devastating effects of Hurricane Ida, TFR personnel have participated in relief efforts across the country, on different continents, and in varying debris capacities. As one of the most experienced project teams in the industry, agencies are contracting with a company deeply rooted in customer value, experience, and expediency. These principles, on which TFR is built, drive our current customer relationships and further the growth of the company.

Our team has a complete understanding of the roles, responsibilities, lines of communication, and challenges involved with rapid deployment in disaster scenarios. They can handle any debris mission they are tasked with. The TFR team has proven field-tested debris damage assessment, removal, reduction, disposal, and overall debris management experience associated with responding to natural and man-made disasters.

TFR's Management Team

Key Personnel	Contact Information	Worked Together	Industry Experience	Disaster Experience
Sharon Lyell Operations Manager	sharon@tfrinc.com (512) 576-3000	✓	18 Years	     HURRICANE TORNADO FIRE ICE / SNOW FLOODING
Tiffany Jean Contract Manager	tiffany@tfrinc.com (512) 565-0710	✓	16 Years	     HURRICANE TORNADO FIRE ICE / SNOW FLOODING
Rigo Mejia Site Manager	rigo@tfrinc.com (512) 779-7722	✓	13 Years	     HURRICANE TORNADO FIRE ICE / SNOW FLOODING
Kevin Rolison Project Manager	kevin@tfrinc.com (512) 944-8766	✓	21 Years	     HURRICANE TORNADO FIRE ICE / SNOW FLOODING
Melvin Utterback Project Manager	melvin@tfrinc.com (606) 776-9782	✓	19 Years	     HURRICANE TORNADO FIRE ICE / SNOW FLOODING
Steven Vinyard Project Manager	steven@tfrinc.com (512) 619-1087	✓	8 years	   HURRICANE ICE / SNOW FLOODING
Roger Barfield Safety Manager	roger@tfrinc.com (407) 868-0568	✓	7 Years	    HURRICANE TORNADO ICE / SNOW FLOODING

Snapshot of Certifications

- ☑ United States Army Corps of Engineers, Construction Quality Management
- ☑ United States Army Corps of Engineers, 30-Hour Construction Safety
- ☑ United States Army Corps of Engineers, Safety Level 2 Assessment
- ☑ United States Army Corps of Engineers, Debris Level Two
- ☑ National Incident Management System ICS-100,200,700,703,706,800
- ☑ OSHA 40-Hour HAZWOPER

Operations Manager: The operations manager will supervise and direct all field operations for TFR. In addition to the execution of field operations, the operations manager will ensure full compliance with all corporate, municipal, state, and federal safety and environmental policies. Duties also include:

- Direct all project managers, site managers, and safety officers.
- Assign company-owned and subcontractor resources to debris zones, ensuring that the equipment placed in each zone is the most efficient, depending upon the zone's geographic and demographic constitution.
- Maximization of debris stream recycling if possible

Contract Manager: The contract manager will be the ultimate liaison between the client and TFR for the entirety of the debris mission. The contract manager will

be available 24 hours per day, 7 days per week, with redundant communication capabilities including cell phones, satellite phones, and email. His/her responsibilities will include:

- Primary client/consulting firm point of contact.
- Receipt of client direction and development of a corporate strategy to best fulfill the client's needs.
- Communicate with the operations manager regarding mobilizing resources.
- Supervise and execute contract documents.
- Ensure all corporate reports and deliverables meet the client's expectations.

Site Manager: The site manager is responsible for all operations within their assigned debris management site, including:

- Safety compliance
- Environmental compliance and monitoring at the site.
- Proper debris segregation and reduction
- Coordination of reduction and haul-out schedules

Project Manager: The project managers are primarily responsible for the day-to-day operations within the zone(s) to which they are assigned. The responsibilities of the project managers include:

- Ensure all operational processes within their debris zone are being executed to full compliance with the FEMA Debris Management Guide/Public Assistance Program and Policy Guide
- In conjunction with the safety officer, host daily instructional and safety meetings
- Serve as initial contact and point of resolution for any complaints.
- Direct all debris crews to their assigned work zones.
- Execution of daily reports, including the keeping of a daily log of activities within their zone
- Assignment of daily road schedules

Safety Manager: The safety manager has complete responsibility and authority over all safety issues at all levels of contract performance including the power to unilaterally alter, suspend, and/or halt any operation or portion thereof that endangers or potentially endangers life, health, and safety or threatens the protection of the environment. Includes documentation, daily reporting requirements, communication, and conducting onsite training and inspections. The safety manager is responsible for ensuring complete compliance with OSHA, USDOT, DOL, as well as all other applicable regulatory bodies.

Tipton Rowland
President/Chief Executive Officer

601 Leander Drive
Leander, Texas 78641
M: (281) 731-4398

Introduction

Tipton Rowland founded TFR Enterprises, Inc. in 1989. A disaster services division was added in 1992 to include debris management following disasters such as hurricanes, floods, ice storms, tornados, and earthquakes. Projects that have been undertaken and completed under his supervision include Vegetative and C&D Debris Removal from Rights-of-Way and streams and canals, Temporary Debris Storage and Reduction Site (TDSRS) management, weed and brush control services, tree pruning, trimming and removal services, mulch and compost production services, vegetative debris incineration (Open Burn and Air Curtain), vegetative reduction by grinding, separation and recycling of C&D debris and demolition of residential structures. Mr. Rowland has overseen 350+ separate disaster response projects, which were federally funded by the Federal Emergency Management Agency (FEMA). By providing “hands-on” oversight as President and Chief Executive Officer of TFR Enterprises, Inc., he has successfully performed as a damage assessment evaluator, cost proposal estimator, project supervisor, safety, and compliance officer, and has assisted in interacting with local government officials in developing debris management policies in compliance with State and Federal (FEMA) reimbursement regulations.

Recent Notable Events & Projects

Event	Project	Year
Windstorm	City of Topeka, KS	2023
Tornado	City of Hopkinsville, KY	2023
Tornado	Hardin County, TN	2023
Tornado	City of Jacksonville, AR	2023
Ice Storm	City of Cedar Park, TX	2023
Ice Storm	City of Round Rock, TX	2023
Tornado	Hale County, AL	2023
Ice Storm	City of Cedar Park, TX	2023
Ice Storm	City of Leander, TX	2023
Ice Storm	City of Round Rock, TX	2023
Hurricane Ian	Florida Dept of Environmental Protection	2022
Hurricane Ian	City of Lake Mary, FL	2022
Hurricane Ian	Lake County, FL	2022
Tornado	Hale County, AL	2022
Tornado	City of Pembroke, GA	2022
Tornado	Fulton County, KY	2022
Disaster Debris Management Projects		1992-2021

Areas of Expertise

- Director of Debris Management
- TDSR Site Locating
- Pricing of Proposals
- Negotiating Contract Terms
- Maintaining relationships with subcontractors, clients, suppliers, and vendors

Julie Rowland
Chief Financial Officer

julier@tfrinc.com

601 Leander Drive
Leander, Texas 78641
M: (512) 751-9799

Introduction

Julie Rowland joined TFR Enterprises, Inc. in 1989 and came on board full time after graduating from the University of Memphis with a bachelor's degree. She has been involved in the overall well-being of the company since its formation. Julie has 34 years of experience in Debris Management Operations. She possesses the ability to effectively manage on-site and off-site project personnel and operations management. Julie monitors key metrics on projects and immediately acts to rectify any inefficiencies. Julie has strong relationships with customers, subcontractors, vendors, monitoring firms, and suppliers. Transparency and open communication are key to a successful emergency debris removal contract and that is Mrs. Rowland's approach. Her leadership and ability to work in fast-paced environments make her an important asset on disaster projects. Applying lessons learned from 34 years of involvement in hundreds of projects, she has put processes and procedures in place to ensure compliance and reduce or eliminate the possibility of deficiencies. Her experience in the management of debris removal operations is unparalleled in the industry.

Recent Notable Events & Projects

Event	Project	Year
Windstorm	City of Topeka, KS	2023
Tornado	City of Hopkinsville, KY	2023
Tornado	Hardin County, TN	2023
Tornado	City of Jacksonville, AR	2023
Ice Storm	City of Round Rock, TX	2023
Ice Storm	City of Cedar Park, TX	2023
Hurricane Ian	Florida DEP	2022
Hurricane Ian	City of Lake Mary, FL	2022
Hurricane Ian	Lake County, FL	2022
Derecho	City of Cedar Rapids, IA	2022
Avian Flu	USDA, KY	2022
Winter Storm	Marion County, OR	2021
Ice storm	Hidalgo County, TX	2021
Hurricane Ida	City of Bogalusa, LA	2021
Hurricane Ida	Village of Folsom, LA	2021
Hurricane Ida	Town of Madisonville, LA	2021
Ice Storm	KYTC	2021
Ice Storm	City of Choctaw, OK	2021
Ice Storm	Oklahoma City, OK	2021
Disaster Debris Management Projects		1992-2020

Education/Certifications

- Bachelor of Arts- Communications, University of Memphis
- FEMA IS: 035, 037, 100, 101, 700, Debris Management Planning for State, Tribal, and Local Officials
- GHC TS 10: Debris Management & Monitoring RFPs

Drake Rowland
Environmental Manager

Draker@tfrinc.com

601 Leander Drive
Leander, Texas 78641
M: (512) 569-4605

Introduction

Drake Rowland is the son of the owner Tipton Rowland. He has been working at TFR since he was in high school, spending his summers assisting in any way possible. Drake has first-hand experience from the ground up with all aspects of TFR's work. From assisting our mechanics to running job sites Drake has seen it all. He also graduated from Texas A&M University in 2018 with a bachelor's in mechanical engineering. Since then, he has worked full-time at TFR as the Environmental Manager. In this role he has performed client outreach, ensured TFR compliance with all regulations, and other roles to help TFR run smoothly and grow as a company. Drake has extensive knowledge of the industry and knows what it takes to get the job done efficiently and correctly.

Recent Notable Events & Projects

Event	Project	Year
Windstorm	City of Topeka, KS	2023
Tornado	City of Hopkinsville, KY	2023
Tornado	Hardin County, TN	2023
Tornado	City of Jacksonville, AR	2023
Ice Storm	City of Leander, TX	2023
Ice Storm	City of Cedar Park, TX	2023
Texas Floods	Kingsland, Llano Co., Lee Co., TXDOT	2018
Hurricane Michael	Tyndall Air Force Base, FL	2018
Hurricane Florence	Camp Lejeune, NC	2018
Hurricane Florence	Brunswick, Sampson, Duplin, Onslow, NCDOT	2018
Hurricane Harvey	Victoria, Nueces, and Harris Counties, TXDOT	2017
California Mudslide	San Bernardino, CA (USACE)	2017
Hurricane Irma	Miami-Dade, FL	2017
Hurricane Matthew	District 5, Florida DOT	2016
Louisiana Floods	District 03 & 61, Louisiana DOT	2016
Texas Floods	San Marcos & Wimberly, TX	2015

Education/Certifications

- Bachelor of Science-Mechanical Engineering, Texas A&M University
- FEMA IS 005, 100, and 200.
- USACE: Construction Quality Management for Contractors, #784
- OSHA 40-Hour HAZWOPER Training
- CPR Certified

Jack Anderson
Director of Government Relations and Business Development

jack@tfrinc.com
601 Leander Drive
Leander, Texas 78641
M: (407) 760-0758

Introduction

Mr. Anderson has extensive experience in government affairs and public policy, having worked in multiple roles within state government. He has served as a public affairs officer, a legislative aide in the Florida House of Representatives, and most recently as the Chief of Staff to a Florida state Senator. Mr. Anderson has in-depth knowledge of the legislative, regulatory, and political processes governing the emergency management industry, and is highly skilled at developing collaborative relationships with government entities. During his tenure in the Florida Legislature, Mr. Anderson was assigned as the legislative liaison to county emergency operations centers during Hurricanes Dorian, Laura, Eta, and Ian, assisting with intergovernmental relations and serving constituents impacted by the storms. Mr. Anderson is responsible for establishing and maintaining strong relationships with state, county, local, and tribal governments across the country to prepare for and respond to natural disasters.

Recent Notable Events & Projects

Event	Project	Year
Windstorm	City of Topeka, KS	2023
Tornado	City of Hopkinsville, KY	2023
Tornado	City of Jacksonville, AR	2023
Ice Storm	City of Leander, TX	2023
Ice Storm	City of Round Rock, TX	2023
Ice Storm	City of Cedar Park, TX	2023
Hurricane Ian	Tampa, FL	2022
Hurricane Eta	Palm Beach County, FL	2020
Hurricane Laura	Palm Beach County, FL	2020
Hurricane Dorian	Palm Beach County, FL	2019

Education/Certifications

- Bachelor of Science- Psychology, The University of Alabama
- FEMA: 8.a, 10.a, 11.a, 15.b, 18.23, 19.23, 20.23, 21.23, 26, 27, 29.a, 35.23, 37.23, 42.a, 45, 64.a, 66, 75, 100.c, 102.c, 107.23, 111.a, 144.a, 156, 200.c, 201, 212.b, 230.e, 235.c, 240.c, 241.c, 242.c, 244.b, 253.a, 271.a, 279.a, 289, 293. 302, 315.a, 317.a, 322, 323, 324.a, 325, 326, 395, 403, 559, 632.a, 633, 650.b, 660, 815, 904, 905, 906, 907, 908, 909, 913.a, 914, 915, 916, 1004, 1150, 2200

Kevin Rolison
Project Manager
Kevin@tfrinc.com
601 Leander Drive
Leander, Texas 78641
M: (512) 944-8766

Introduction

Mr. Rolison joined TFR Enterprises, Inc. in 2002 and immediately began taking a very hands-on approach to debris removal operations. He started as a grapple truck operator and is now a seasoned Operations Manager. He has deployed to more than 100 emergency debris removal projects for federal, state, and local government entities. Before joining TFR, Kevin had 10 years of heavy equipment and commercial truck driving experience. In 2004, Mr. Rolison served as project manager on various projects resulting from Hurricanes Charley, Frances, Jeanne, and Ivan in the state of Florida. In 2005 after Hurricane Katrina, Kevin was deployed to Louisiana and worked as a Project Manager for Belle Chase Military Base. In 2006, he deployed immediately to Texas after Hurricane Rita where he continued as a Project Manager, working simultaneously in 6 counties. His strong verbal and written communication skills, leadership skills, experience, and diplomacy quickly promoted him to project Operations Manager. Mr. Rolison's tenure enables him to easily estimate cubic yardage at a historically accurate level, create an operational plan and efficiently execute it for a successful response to complex and diverse debris removal projects caused by natural and manmade disasters.

Recent Notable Events & Projects

Event	Project	Year
Windstorm	City of Topeka, KS	2023
Tornado	City of Hopkinsville, KY	2023
Tornado	City of Jacksonville, AR	2023
Hurricane Ian	Lake County, FL	2022
Hurricane Ian	FDEP	2022
Ice Storm	KYTC	2021
Hurricane Laura	Louisiana DOT	2020
Maintenance Contract	Montague County, TXDOT	2020
Hurricane Isaias	City of Corpus Christi, TX	2020
Hurricane Dorian	Beaufort, NC	2019
Hurricane Florence	Duplin, Onslow, Pender, Sampson (NCDOT)	2018
Hurricane Irma	Florida DOT, District 5	2017
Hurricane Harvey	Victoria, TXDOT	2017
Disaster Debris Management Projects		2002-2016

Education/Certifications

- FEMA IS: 020, 035, 230, 632, 633.
- DOT: 101 Safety Compliance Training, Supervisor Training
- FLDOT: Maintenance of Traffic (MOT) Advanced Course
- USACE: 30 Hour Construction Safety
- Texas: Registered Flagger
- Level 1 Antiterrorism Awareness Training
- Project Management Workshop
- 60/60 DOT Supervisor Training

Melvin Utterback
Project Manager
Mel@tfrinc.com
601 Leander Drive
Leander, Texas 78641
M: (606) 776-9782

Introduction

Melvin Utterback became an integral part of the TFR Team in 2004 when he came on board to assist in the clean-up efforts following Hurricane Ivan. TFR was called upon for immediate support in debris removal and hazardous tree trimming at the Naval Air Station (NAS) Pensacola. Mel proved to be a capable self-loading grapple truck operator, as well as an excellent equipment operator with effective leadership skills. With the specialized skills and teamwork attitude that Mel possesses, he earned a swift promotion to Project Manager for TFR. After Katrina hit the Mississippi-Louisiana coast in 2005, Mel was called to the lead at Gulfport Navy Base and Belle Chase Naval Air station in New Orleans. Conditions at the bases were extremely primitive, Mel and his team slept on the ground for 6 weeks while building a man cap out of a golf course for the military and Seabees. Because of his accurate documentation, strict adherence to Job Safety Analysis, and Zero Defects, Mel is TFR's go-to Senior Project Manager for Federal Contracts and Military installations. Mr. Utterback can successfully lead debris management crews in all operations; debris hauling, ROW emergency push, hazardous tree work, large and multiple debris site management, and grinding operations to load and haul out and final disposal. Mel has successfully managed emergency debris projects for TFR for over 19 years and has had zero recordable injuries throughout his tenure with the company. Mr. Utterback's effective communication skills and experience with critical logistics planning continue to earn him excellent project evaluations of Emergency Debris Management contracts managed under his direction.

Recent Notable Events & Projects

Event	Project	Year
Windstorm	City of Topeka, KS	2023
Tornado	City of Hopkinsville, KY	2023
Hurricane Ian	FDEP	2023
Tornado	Fulton County, KY	2022
Winter Storm	Marion County, OR	2021
Ice Storm	KYTC	2021
Hurricane Zeta	Dallas County, ALDOT	2020
Hurricane Laura	Louisiana DOT	2020
Hurricane Dorian	Carteret, Craven, Jones, Pamlico NCDOT	2019
Hurricane Dorian	Town of Beaufort, NC	2019
Hurricane Michael	Tyndall Air Force Base, FL	2018
Hurricane Florence	Cherry Point Marine Air Base, NC	2018
Hurricane Florence	Camp Lejeune US Marine Air Base, NC	2018
Hurricane Irma	Plantation & Homestead, FL	2017
Hurricane Irma	Miami-Dade, FL	2017
Hurricane Matthew	District 5, FLDOT	2016
Severe Ice Storm	City of Tulsa, OK	2007
Hurricane Katrina	Gulfport, MS Naval Base	2005
Hurricane Katrina	New Orleans, LA Belle Chase	2005
Hurricane Ivan	Pensacola, FL Navy Base	2004

Steven Vinyard
Project Manager
Steven@tfrinc.com
601 Leander Drive
Leander, Texas 78641
M: (254) 396-2995

Introduction

Steven Vinyard joined TFR Enterprises, Inc. in June of 2015 as a field supervisor and his enthusiasm for quality and efficiency quickly led him into the role of Project Manager for emergency debris management. Mr. Vinyard has more than 20 years of hands-on experience with all types of heavy equipment, specialized machinery, and commercial trucks. His experience in operating, repairing, and maintaining all types of equipment is invaluable in managing daily operations of emergency debris removal projects. Steven's positive attitude, willingness to help others, and clear communication skills naturally lead others to reach maximum potential in safety, production, and quality. Mr. Vinyard has participated in the successful management of more than 50 contract task orders responding to a variety of natural disasters such as hurricanes, floods, tornados, and straight-line winds. Mr. Vinyard's experience has allowed him to become proficient in FEMA guidelines on eligibility for the right of way debris removal, hazardous leaners and hangers, stumps, right of entry requirements for private property debris removal and waterway debris removal, exceptions for gated community access as well as locating, permitting, setting up and site remediation for temporary debris management sites.

Recent Notable Events & Projects

Event	Project	Year
Tornado	City of Jacksonville, AR	2023
Ice Storm	City of Cedar Park, TX	2023
Ice Storm	City of Leander, TX	2023
Ice Storm	City of Round Rock, TX	2023
Hurricane Ian	Lake County, FL	2022
Ice Storm	Hidalgo County, TX	2021
Hurricane Ida	City of Bogalusa	2021
Hurricane Ida	Village of Folsom	2021
Hurricane Ida	Town of Madisonville	2021
Hurricane Laura	Louisiana DOT	2020
Hurricane Dorian	Carteret, Craven, Jones & Pamlico Counties, NCDOT	2020
Hurricane Michael	Donaldsonville, GA	2019
Hurricane Michael	Tyndall Air Force Base, FL	2018
Hurricane Florence	Camp Lejeune & Cherry Point, NC Military Bases	2018
Texas Floods	Lee County, Texas DOT	2018
Hurricane Irma	Florida Turnpike, Florida DOT	2017
Hurricane Irma	City of Homestead, FL	2017
Hurricane Harvey	City of Port Aransas, TX	2017
Disaster Debris Management Projects		2015-2016

Education/Certifications

- FEMA IS 035, 037, 317, and 321.
- FLDOT: Temporary Traffic Control (TTC) Advanced Course
- USACE: Construction Quality Management for Contractors #784
- Level 1 Antiterrorism Awareness Training
- CPR Certified

Juan (Mike) Mejia
Service Manager
Mike@tfrinc.com
601 Leander Drive
Leander, Texas 78641
M: (512) 944-4327

Introduction

Mike Mejia joined TFR Enterprises, Inc in 2008 after Hurricane Ike made landfall in Texas. Mr. Mejia has 15 years of experience performing equipment repairs and maintenance. The specialized fleet owned by TFR requires Mike to have an in-depth knowledge of every type of equipment from Self-Loading Knuckleboom trucks to Diamond Z 1463 Tub Grinders. Mike can design and fabricate any part for any machine in our fleet during emergency debris operations, ensuring minimal to no downtime. Mike leads the maintenance crews both on-site during disaster response and in-house at the TFR Headquarters where the fleet is maintained and repaired when not responding to disasters. Mike also orders all inventory of critical replacement parts for key components as well as shop supplies and specialty tools. He also sets the priorities and schedules of equipment repairs and maintenance for all in-house mechanics. Mike oversees safety and housekeeping in the TFR shop and has successfully managed zero injuries or incidents in the last 5 years.

Recent Notable Events & Projects

Event	Project	Year
Ice Storm	Williamson County, TX	2023
Ice Storm	City of Round Rock, TX	2023
Hurricane Ian	Florida Southwestern State College	2022
Ice Storm	KYTC	2021
Ice Storm	City of Corpus Christi	2021
Hurricane Zeta	Hancock County, MS	2020
Hurricane Laura	City of Beaumont, TX	2020
Hurricane Laura	Louisiana DOT	2020
Hurricane Dorian	Sampson County, North Carolina DOT	2019
Hurricane Florence	Columbus County, NC	2019
Texas Floods	Llano County, TX	2018
Texas Floods	Kingsland, Llano Co., Lee Co., Texas DOT	2018
Hurricane Michael	Tyndall Air Force Base, FL	2018
Hurricane Harvey	Port Aransas, TX	2017
Hurricane Harvey	Victoria, Nueces, and Harris Counties, Texas DOT	2017
Hurricane Irma	Plantation & Homestead, FL	2017
Hurricane Irma	Miami-Dade, FL	2017
Hurricane Matthew	Port St. Lucie, FL	2016
Hurricane Matthew	District 5, Florida DOT	2016
Louisiana Floods	District 03 & 61, Louisiana DOT	2016
Texas Floods	San Marcos & Wimberly, TX	2015
Texas Floods	University of Texas – Wimberly	2015
Severe Ice Storm	City of Norman, OK	2014
Disaster Debris Management Projects		2011-2013

Roger Barfield
Fleet Manager/Safety Manager

Roger@tfrinc.com

601 Leander Drive
Leander, Texas 78641
M: (407) 868-0568

Introduction

Mr. Barfield joined TFR Enterprises, Inc., in 2016 following successful employment for a Heavy Highway Construction Firm out of Texas. As a safety manager in civil construction, Roger gained valuable knowledge in all aspects of Occupational Health and Safety and Project Supervision. Roger was specifically tasked with implementing road detours, road closures, bridge closures, high traffic maintenance, and direction/diversion of traffic. This experience makes him the TFR expert on ROW safety. Mr. Barfield recruits, trains, and manages all maintenance of traffic crews for TFR Department of Transportation jobs nationwide as well as flaggers on city and county projects. Roger spent several months in deteriorated conditions in Puerto Rico in response to Hurricane Maria devastating the island. He was the safety manager for debris operations for the entire eastern quadrant of the island. His supervision led to a successful zero injury and zero-incident record for that project. Roger has also served as administrator and project supervisor on 4 military bases. His position on other storm recovery contracts includes quality assurance, safety, traffic maintenance, and project superintendent.

Recent Notable Events & Projects

Event	Project	Year
Windstorm	City of Topeka, KS	2023
Tornado	City of Hopkinsville, KY	2023
Ice Storm	City of Round Rock, TX	2023
Hurricane Ian	State College of Florida Manatee	2022
Hurricane Ian	FDEP	2022
Hurricane Ian	Florida Southwestern State College	2022
Tornado	City of Pembroke, GA	2022
Tornado	Fulton County, KY	2022
Disaster Debris Management Projects		2016-2021

Education/Certifications

- Florida Department of Transportation, Approved Temporary Traffic Control (TTC) Advanced Course
- FEMA IS: 010, 011, 035, 037, 100, 660, and 700.
- OSHAcademy, Safety Committee Member
- OSHAcademy, Safety Committee Chair
- OSHAcademy, Occupational Safety and Health Trainer (Train-the-Trainer)
- OSHAcademy, Occupational Safety, and Health Supervisor
- OSHAcademy, Occupational Safety and Health Specialist
- OSHAcademy, Occupational Safety, and Health Professional
- OSHAcademy, Construction Safety and Health Manager
- OSHAcademy, Construction Site Safety Supervisor
- OSHA, 30-Hour General Industry Safety and Health
- USACE, Debris Level Tow
- USACE, 2017 Safety Level 2 Assessment
- NATMI, Motor Fleet Safety Basics
- NATMI, Managing Motor Fleet Safety Programs

Sharon Lyell
Operations Manager
Sharon@tfrinc.com
601 Leander Drive
Leander, Texas 78641
M: (512) 576-3000

Introduction

Sharon Lyell has 30 years of experience in successful project management and quality control. As TFR’s Operations Manager, Mrs. Lyell is fully committed to the successful operations of all projects by ensuring safe and efficient productivity for every client. She has established detailed quality control procedures and measures for all aspects of performance, which encompasses both office and field operations to ensure that key metrics are met or exceeded. She has successfully overseen field operations and administration of more than one hundred thirty projects during TFR’s contract performance over the past 17 years, ensuring subcontractor conformity and project reimbursement documentation compliance for FEMA funding. She builds and maintains excellent working relationships with hundreds of qualified debris hauling and hazardous tree removal subcontractors nationwide. Sharon ensures that subcontractors are trained annually on TFR’s procedures and FEMA eligibility, guidelines, and policies. Sharon has the authority to stop work for quality issues &/or non-compliance. Sharon has extensive training and experience in quality control, quality assurance, zero defects, and process improvements. This experience has proven invaluable in assuring full compliance with Public Assistance Program and Policies throughout Emergency Debris Removal Contract performance. Sharon continually reviews FEMA policies and stays abreast of changes to policies to ensure complete satisfaction and 100% eligible funding for applicants.

Recent Notable Events & Projects

Event	Project	Year
Windstorm	City of Topeka, KS	2023
Tornado	City of Hopkinsville, KY	2023
Tornado	Hardin County, TN	2023
Tornado	City of Jacksonville, AR	2023
Ice Storm	City of Cedar Park, TX	2023
Ice Storm	City of Round Rock, TX	2023
Hurricane Ian	FDEP	2022
Hurricane Ian	City of Lake Mary, FL	2022
Hurricane Ian	Lake County, FL	2022
Tornado	City of Pembroke, GA	2022
Tornado	Fulton County, KY	2022
Disaster Debris Management Projects		2006-2021

Education/Certifications

- FEMA IS:037, Debris Management Planning for State, Tribal & Local Officials
- FEMA IS:037.19 Managerial Health & Safety
- USACE: Construction Quality Management for Contractors #784
- DOT: Required Safety Management Controls & Federal Motor Carrier Safety Admin Compliance
- Joint Chiefs of Staff - Level 1 Antiterrorism Awareness Training
- Project Management Workshop
- CPR Certified

Tiffany Jean
Contract Manager
Tiffany@tfrinc.com
601 Leander Drive
Leander, Texas 78641
M: (512) 565-0710

Introduction

Tiffany Jean joined TFR Enterprises, Inc after graduating from Texas A&M University in 2007. She has more than 16 years of Contract Management experience where her attention to detail and responsiveness is extraordinary and her value within the organization is unparalleled. Mrs. Jean handles all contract documentation, and all city, county, and state registrations throughout the United States. Tiffany ensures field documentation on debris removal projects follows contract requirements and the Quality Control Plan for FEMA reimbursement. She stays abreast of FEMA changes in policy while maintaining excellent ongoing relationships with all TFR's clients. This experience has proven invaluable in complying with federal regulations required by Emergency Debris Removal contract performance and documentation to receive FEMA reimbursements.

Recent Notable Events & Projects

Event	Project	Year
Windstorm	City of Topeka, KS	2023
Tornado	City of Hopkinsville, KY	2023
Tornado	Hardin County, TN	2023
Tornado	City of Jacksonville, AR	2023
Tornado	Hale County, AL	2023
Ice Storm	City of Cedar Park, TX	2023
Ice Storm	City of Leander, TX	2023
Ice Storm	City of Round Rock, TX	2023
Hurricane Ian	FDEP	2022
Hurricane Ian	Lake County, FL	2022
Hurricane Ian	City of Lake Mary, FL	2022
Hurricane Ian	Florida Southwestern State College	2022
Hurricane Ian	State College of Florida Manatee	2022
Tornado	City of Pembroke, GA	2022
Tornado	Fulton County, KY	2022
Emergency Debris Management Projects		2007-2021

Education/Certifications

- Bachelor of Arts- History, Texas A&M University
- FEMA IS: 001, 005, 035, 100, 200, 800, 906, 907, and 909.
- USACE: Construction Quality Management for Contractors, #784
- Project Management Workshop
- DOT Compliance Workshops: Audit Survival, Driver Qualification Files, Hours of Service, Maintenance Management, Accident Reporting, Supervisor Drug and Alcohol
- GHC TS 10: Debris Management
- CPR Certified

Sally Wallace
Human Resources/Driver Compliance

sally@tfrinc.com

601 Leander Drive
Leander, Texas 78641
M: (512) 931-9031

Introduction

Sally Wallace joined TFR Enterprises, Inc. in February of 2018. She has over 20 years of experience in Accounting, HR, and Payroll serving as both a Full Charge Bookkeeper and Office Manager. She has experience in certified payroll for multiple jobs and has effectively handled an increase in employee count from 18 employees to 160 employees in less than two weeks when disasters strike. Sally also participates in continuing education classes to remain in compliance with DOT regulations for onboarding of CDL drivers and assists our fleet department and project management to ensure employee training and documentation of training is current.

Notable Events & Projects

Event	Project	Year
Hurricane Ida	City of Bogalusa, LA	2021
Hurricane Ida	Village of Folsom, LA	2021
Severe Weather	TXDOT- Kingsland	2021
Ice Storm	KYTC	2021
Ice Storm	City of Corpus Christi, TX	2021
Ice Storm	City of Oklahoma City, OK	2021
Ice Storm	City of Enid, OK	2020
Ice Storm	City of Blanchard, OK	2020
Hurricane Sally	City of Robertsdale, AL	2020
Hurricane Zeta	Hancock County, MS	2020
Ice Storm	City of Norman, OK	2020
Hurricane Zeta	City of Citronelle, AL	2020
Hurricane Zeta	Dallas County, Alabama DOT	2020
Hurricane Beta	City of Beaumont, TX	2020
Hurricane Laura	Rapides Parish, LA	2020
Hurricane Laura	City of Rustin, LA	2020
Hurricane Laura	Louisiana DOT	2020
Hurricane Harvey	City of Ingleside, TX	2019
Tropical Storm Imelda	City of Beaumont, TX	2019
Hurricane Dorian	Beaufort County, NC	2019
Hurricane Dorian	Duplin, Onslow, Pender, Sampson Counties, NCDOT	2019
ROW Trimming	Marshall, Texas DOT	2019
ROW Debris Removal	Bastrop, TX	2019
Hurricane Michael	Donaldsonville, TX	2019
Texas Floods	Llano County, TX	2018
Texas Floods	Kingsland, Llano Co., Lee Co., Texas DOT	2018
Hurricane Michael	Tyndall Air Force Base, FL	2018
Hurricane Florence	Camp Lejeune & Cherry Point, NC	2018
Hurricane Florence	Brunswick, Sampson, Duplin, Onslow, NCDOT	2018

Education/Certifications

- Bachelor of Management, University of Phoenix
- Mastering QuickBooks, Level 1
- CPR Certified

Thayne Tipton
Contract Administrator

thayne@tfrinc.com

601 Leander Drive
Leander, Texas 78641
M: (361) 401-0657

Introduction

Since joining TFR Enterprises in August 2023, Ms. Tipton has worked alongside our Contract Manager, Tiffany Jean. Thayne has been responsible for organizing and documenting contract information and plays an active role in the review and assembly of proposal submissions. With a background in Information Technology and Database Management, Thayne carefully updates records while maintaining supporting documentation and comprehensive knowledge of current projects. She continually reviews FEMA policies and reimbursement procedures to ensure compliance with the Public Assistance Program and Policy Guide.

Recent Notable Events & Projects

Event	Project	Year
Hurricane Idalia	Hamilton County, FL	2023
Hurricane Idalia	Dixie County, FL	2023
Hurricane Idalia	Madison County, FL	2023
Hurricane Idalia	Suwannee County, FL	2023

Education/Certifications

- Bachelor of Arts - English, Texas A&M University
- Technical Writing Certificate, Texas A&M University 2021
- FEMA IS: 5, 8, 10, 11, 15, 18, 19, 21, 26, 27, 29, 30, 31, 32, 35, 36, 37, 42, 45, 66, 75, 100, 102, 103, 200, 230
- CPR Certified

Past Performance on Projects of Similar Scope

Florida Department of Transportation

a. Point of Contact	Kevin Rogers District Construction Service Manager Office: 386-961-7416 Email: kevin.rogers@dot.state.fl.us
b. Event Details	Dixie, Suwannee, Hamilton, and Madison Counties Hurricane Idalia, DR4734 09/2023 to Present
c. Contract Value	\$52,565,466.00 to Date
d. Key Personnel Assigned	Operations Manager, Sharon Lyell Project Manager, Mel Utterback Health & Safety, Roger Barfield Site Manager, Kevin Rolison Contract Manager, Tiffany Jean
e. Scope of Work	-Vegetative Debris Removal -C&D Debris Removal -Hazardous Tree Removals
f. Quantity of Debris Removed	3,282,724 CY of Veg 21,026 CY of C&D 185,255 Hazardous Tree Removals

On August 30th, 2023, Hurricane Idalia made a historic landfall in North Central Florida. With recorded wind speeds of up to 125mph, the heavily wooded geography of this area sustained widespread damage. Due to the low population density, and high poverty levels of this region, the Florida Department of Transportation entered into a mutual aid agreement to assist the affected counties with debris removal and recovery operations. TFR crews assisted with the initial road clearance efforts under a pre-event contract which was in place with FDOT District 2.

One week after landfall, FDOT was ready to move from the initial emergency response into their long-term recovery efforts. On September sixth, six individual contracts were let for bid by FDOT, for debris removal operations in the affected counties. On September 8th, TFR Enterprises was awarded four of these six, covering all operations in Hamilton, Madison, Suwannee, and Dixie counties in Florida. Due to the magnitude of this storm, a swift response was imperative. Within 48 hours of receiving notice to proceed from the Department, TFR Enterprises dispatched 25 double-hauling units, and 15 aerial bucket trucks with traffic control personnel and devices to each county. The logistics involved with mobilizing 160 crews in this short time was challenging but allowed TFR to showcase our extensive network of resources when the residents of Florida needed it most.

Within 72 hours of NTP, TFR Enterprises began securing private land lease agreements, and established debris management sites, for storage and processing of the recovered materials. Accomplishing this in as little time as possible was of the utmost importance, as this allows us to begin removing right-of-way debris without delay.

With resources in place, and disposal sites opened, TFR Enterprises began the daunting process of mitigating the hazards left behind by this Category 3 hurricane. Crews worked tirelessly from sun-up to sun-down, 7 days a week, removing debris and hazardous trees from the county and state-maintained

highway systems. Over the next 5 months, TFR crews would ultimately collect 3.2 million cubic yards of debris from the public ROW, over 30,000 cubic yards of private property debris, and remove roughly 160,000 hazardous limbs and trees.

Collecting the debris is only half of the burden following a storm. These materials must be processed, reduced, and disposed of. With limited landfills in this area, finding an alternate disposal stream was crucial to avoid overfilling the existing facilities. TFR Enterprises leveraged our years of experience with materials recycling to locate, and permit alternative disposal options, using the reduced vegetative materials as agricultural soil amendments. Over 500,000 cubic yards of mulch were hauled to privately owned lands and recycled through this effort. This not only significantly lessened the impacts to local landfills, but also provided substantial cost savings to the Florida Department of Transportation.

From the initial emergency road clearance to the final disposal of recycled materials, TFR Enterprises fully supported the Florida Department of Transportation in providing an efficient, cost-effective, and FEMA-reimbursable recovery to the residents of North Central Florida. Our expertise and years of experience in this industry allowed TFR Enterprises to accomplish this large-scale mission with minimal setbacks or delays and return a sense of normalcy to the affected area and its residents.



Project Spotlight Reduction Site



Florida Department of Environmental Protection

a. Point of Contact	Wes Howell, Bureau Chief Division of Recreation and Parks Office: 850-245-3112 Email: wes.howell@floridadep.gov
b. Event Details	Delnor Wiggins Pass State Park Hurricane Ian, DR4673 11/2022 to 04/2023
c. Contract Value	\$3,409,902.98
d. Key Personnel Assigned	Operations Manager, Sharon Lyell Project Manager, Mel Utterback Health & Safety, Roger Barfield Contract Manager, Tiffany Jean
e. Scope of Work	-Vegetative Debris Removal -C&D Debris Removal -Demolition -Sand Screening -Beach Restoration -Mangrove Cleaning -Hazardous Tree Removals
f. Quantity of Debris Removed	58,095 CY of Sand 12,249 CY of Veg 7,981 CY of C&D 9,597 CY of Demolition 190 Acres of Mangroves 150 Hazardous Tree Removals

On September 28th, 2022, Hurricane Ian landed on the southern coast of Florida as a category 4 storm. Initial landfall occurred near Cayo Costa Florida, with wind speeds reaching 140+mph, and storm surge inundation totaling 15' or more in areas. The damage left behind by this storm impacted many state parks managed by the Florida Department of Environmental Protection, with whom TFR Enterprises holds a disaster response contract.

Immediately following this storm TFR management was dispatched by FDEP to survey the impacts at Delnor Wiggins Pass State Park in Naples, Florida. Located just 50 miles from the landfall of this monstrous hurricane's eye, Delnor Wiggins suffered extensive damage. The single access road for the park was piled with sand ranging from 2' in depth up to almost 10' in places. All nine structures were demolished or damaged beyond repair. The once wooded areas between the beach and the parking area had been turned into a mangled pile of downed trees, and debris littered the mangroves that encompass half of the park property. Knowing that this park not only has economic significance, but also ecological, TFR Enterprises worked quickly to develop a recovery plan and set it into motion.

This process began by clearing the access road using heavy machinery and moving displaced sand into lots within the park for stockpiling. Once a clear route was established, TFR utilized experienced arborists to inspect the wooded areas and remove any hazardous trees. Haul units were then dispatched to remove the vegetative material piled by these arborists.

After establishing a route for ingress and egress, TFR management met with park managers, state biologists, and the volunteer group that serves as a stewardess for the park, to develop a plan for restoration of the beach. This started with the removal of the damaged structures. Heavy equipment was utilized to remove and dispose of the nearly 10,000 linear feet of bathhouses, ranger stations, and dwellings. Next, biologists marked off sensitive areas including tortoise burrows, endangered cacti, and other habitats in need of protection. Multiple trommel screens, stacking belts, wheel loaders, excavators, and off-road trucks were then deployed to the beach side of the park. TFR crews worked from sun-up to sun-down, Monday through Sunday, screening this sand for debris left behind by Ian. Over 58,000 cubic yards of sand were removed, sifted clean, and returned to the beach.

Simultaneously with sand screening operations, TFR headed up the daunting task of returning the mangroves of the park, to their pre-storm condition. Ian left tons of large debris entangled within the 190-acre mangrove forest. To protect the mangroves from machinery impacts, TFR utilized a 20-man crew to hand clean this extremely sensitive and important ecosystem. Debris was cut into pieces that could be carried and then passed down the assembly line of workers, to be piled by the park access road, where haul crews could remove it for final disposal.

Within a few short months, TFR Enterprises evaluated, planned, and executed the recovery of Delnor Wiggins Pass State Park with minimal environmental impacts, allowing residents and visitors to once again enjoy the white sand, wildlife, and sunset views that make this beach a local favorite.



Project Spotlight



Before and After Beach Restoration



“I am so grateful for each and every one of the amazing individuals that brought our park back to life and would recommend TFR Enterprises without hesitation of reservation.”

~Amy Modglin, Modglin Leadership Solutions

Additional Task Orders Assigned by Florida DEP in Response to Hurricane Ian:

Lake Manatee	Cayo Costa	Koreshan
Cockroach Bay	Gamble Plantation	Sebastian Inlet
Charlotte harbor Preserve	Florida Keys Overseas	Estero Bay
Stump Pass	Indian Keys	Lovers Key
Washington Oaks	James Van Fleet	Don Pedro
Highland Hammock	Oscar Scherer	Gasparilla
Hillsborough	Myakka River	Lake Louisa

Kentucky Transportation Cabinet

a. Point of Contact	Laura Hagan Purchasing Director Office: 502-782-3980 Email: laura.hagan@ky.gov
b. Event Details	Ice Storm, DR4592 05/2021 to 10/2021
c. Contract Value	\$4,297,152.00
d. Key Personnel Assigned	Operations Manager, Sharon Lyell Project Manager, Mel Utterback Health & Safety, Roger Barfield Contract Manager, Tiffany Jean
e. Scope of Work	-Vegetative Debris Removal -Hazardous Tree Removals
f. Quantity of Debris Removed	36,050 Tons of Veg

On February 8th, the state of Kentucky endured an ice storm event that left more than 150,000 homes without power. Many of these power outages were caused by broken, twisted, and uprooted trees that could not handle the sheer weight of the accumulated ice. This was only the beginning of their battle. Once the ice began to melt, the influx of water exceeded the capacity of the creeks, rivers, and drainage systems, leading to flooding in many areas. Once the power was restored and flooding had receded, the state worked to secure FEMA funding and procure contractor assistance with debris and hazardous tree removal. The quantities of debris left behind were far more than they were capable of handling with in-house or force-account labor.

TFR Enterprises was awarded a contract by the Kentucky Transportation Cabinet in May of 2021 to remove ice storm and flood debris from state rights-of-way in ten eastern Kentucky counties. TFR management arrived on site within 24 hours of contract activation and immediately started mobilizing equipment. TFR crews removed more than 100 tons of debris within the first 72 hours following the notice to proceed.

Because of the region's geography, which includes steep embankments, high rock walls, deep valleys, and small winding roads, TFR needed to use specialized equipment to fully service the client's needs. A fleet of excavators, skilled operators, grapple trucks, sawmen, and traffic control personnel were deployed. Over 14,000 tons of garbage and thousands of hazardous trees were removed by these crews, who worked nonstop. TFR cleared more than double the expected quantities of debris from KYTC rights-of-way in the first 30 days of work. TFR's capacity to overcome hurdles while exceeding our client's expectations was demonstrated throughout the contract, resulting in the effective completion of the work we were tasked with.



Project Spotlight



Mobilization Plan

Our team has developed efficiencies to deliver exceptional service while minimizing expenses based on decades of experience working on local, state, and federal contracts. We have years of experience with time-sensitive response efforts and emergency debris removal, employing fast-tracked operations to get the job done. We're also cognizant that following a disaster event, the local economy will have taken a severe hit and the income of many area residents may be temporarily impacted. Our team makes it a point to hire as many local subcontractors as possible and to purchase products and supplies from local suppliers.

Our nationwide subcontractors and vendors have locations across the US and can respond with assets to any disaster nationwide. Our operations manager will call all subcontractors and vendors and place them on 24-hour on-call "standby" and will require them to provide us with a list of available equipment, materials, personnel, and timelines for deployment.

Rapid Deployment

- ☑ **Management Team**, within 12 hours of receiving NTP, TFR will have our management team on-site.
- ☑ **Emergency PUSH Crews**, PUSH crews will immediately begin mobilizing upon notice.
- ☑ **ROW Debris Removal Crews**, hauling operations will begin 24-48 hours from NTP.
- ☑ **Hazardous Tree Removal Crews**, tree crews will begin 24-48 hours from NTP.
- ☑ **Debris Management Site Locating/Set-up**, if not previously identified, we will begin locating/site set-up operations immediately following NTP.
- ☑ **Establish Temporary Office Location**, immediately following NTP, TFR will set up a temporary office or mobilize one of our company-owned command centers.

Key Advantages of TFR's Readiness, Transition, and Mobilization Procedures

Strategic Planning and Prepositioning	Our readiness, deployment, and mobilization plans outline our steps to mobilize and execute under emergency conditions.
Pre-Event Monitoring	We maintain situational awareness of pending events through continuous monitoring of weather outlets. We begin pre-planning 72 hours before a known projected event will occur.
Continuous Training and Exercises	We will hold annual in-house training sessions and implement programs based on lessons learned from past events.
Subcontracting and Procurement	We have built a large database of specialized, pre-qualified subcontractors and vendors that allow us to procure multiple sources for labor, equipment, and required materials.
Understanding of Emergency Response Processes	We're convinced that, with more than three decades of disaster response experience, we'll exceed the objectives of this RFP.

Project Management Approach

As Prime Contractor, TFR possesses effective program management systems for overall management, reporting, cost and schedule control, and quality assurance. We have a strong track record on similar contingency contracts with USACE, FEMA, and other Federal agencies that will provide valuable lessons learned to be used when disaster strikes. To expediently serve our clients, our organizational approach features several important organizational initiatives, including an emphasis on logistics, optimized subcontractor teaming with regional and nationwide coverage, a 24/7 response from our home office, and localized, dedicated project support.

Managing On and Off-Site Personnel

In a disaster, TFR's approach to resource management is to keep the degrees of separation between the operations manager and field personnel as minimal as possible and ensure that the span of control remains manageable. We provide our managers with the authority to make swift decisions in often unforeseen circumstances. These concepts enable us to remain informed of daily operations, maintain efficiencies, and remain agile to adjust to changes.

On-Site Management

Our team's proposed key personnel have more than 155 years of debris management experience and are committed to sharing their knowledge and capabilities with our clients and mobilizing within 24 hours of notification. Our team is aware of the issues that may arise in the aftermath of a natural or man-made disaster and is prepared and experienced in dealing with them. The debris team will gain a comprehensive knowledge of project goals beyond what is stated in the written scope of work by coordinating with government and municipal disaster management personnel.



Our management structure clearly defines duties and reporting lines for our team and clients. We understand the importance of providing the management team and field personnel with defined roles and a span of control that creates a stable structure for workers functioning in a post-disaster environment. Allowing our personnel to concentrate on specific tasks allows them to focus on the project's objectives and manage them in a way that meets or surpasses all contractual standards set within the scope of work.

Daily operations and planning meetings will be attended by all key personnel to convey the status of ongoing operations, quality, safety, and scheduled activities. These meetings are meant to provide for an open discussion of problems as well as an opportunity for attendees to share ideas that will improve efficiency, safety, and quality. Meeting minutes will be kept and made available so that the project status and work assignments may be documented. The project manager will assign specific crews to localities based on the priorities established by the client's priority routes, debris volume, debris category, disposal options, and available equipment resources.

Our team management and integration plan include the following:

- Subcontract agreements

-
- Define protocols
 - Documentation processes
 - Daily/weekly schedule reviews
 - Training on quality control, safety, and data reporting
 - Performance reviews

Off-Site Management

When multiple missions occur, our program manager will oversee the performance of each operations manager deployed from our corporate office in Leander, Texas. He/she will provide support for subcontracting resources, lodging, fuel, equipment resources, quality control, and health and safety compliance.

Quality Control Overview

TFR has a strong quality assurance/quality control culture, a tried-and-true corporate quality management system that has been employed in all recent disasters, and a track record of high-quality recovery projects. Our quality assurance team is well-versed in corporate procedures. We confirm that the processes, equipment, and verification testing utilized on a wide range of debris removal and other recovery operations correspond to contracts and task order requirements through 3-phase inspections. (Preparatory Phase, Initial Phase, and Follow-up Inspections), we know that a one-size-fits-all approach to quality control is not realistic, based on lessons learned from previous disaster initiatives. TFR is dedicated to delivering high-quality standards in a cost-effective and timely manner while adhering to government guidelines and regulations.

Clean As You Go Policy

TFR's "Clean as you go" policy applies to all employees and subcontractors during all phases of work. It is designed to ensure and maintain the cleanliness and safety of each work zone to the highest standard. The policy places the responsibility on all workers to maintain the working environment in a clean, tidy, and safe condition at all times when carrying out duties on each pass as thoroughly as practicable.



Safety Overview

The safety and health of our employees continue to be the first consideration in the operation of our business. TFR Enterprises, Inc. and its principals are committed to maintaining a safe and healthy workplace for each employee by providing guidelines for safe practices and accident prevention. Safety is considered a condition of employment and is the responsibility of all personnel associated with TFR, whether in the capacity of employee or subcontractor. As a condition of employment, each employee is expected to use safe work practices and identify all unsafe conditions immediately. All employees/subcontractors are required to report any violations, unsafe conditions, or known safety hazards to their immediate supervisors at once. All subcontractors are subject to TFR's safety and health policy as a condition of the contract agreement.

The responsibility for the health and safety of TFR employees' rests with all levels of management. The specific areas of responsibility are as follows:

-
- Creating and implementing safe and healthy work practices, working conditions, and a safety mindset among all employees.
 - Appointment of appropriate persons to administer the safety and health program.
 - Provide a means of collecting, evaluating, and circulating safety and health information, necessary audio-visual aids, and other appropriate materials.
 - Maintenance of injury and illness recordkeeping systems with periodic review and evaluation.
 - Inspections of health and safety work practices and conditions in the field on a routine basis, utilizing checklists that will be reviewed with site personnel.
 - All levels of management and supervisory personnel are committed to the following principles that are the foundation on which the TFR safety and health program is built:
 - All injuries and occupational illnesses can be prevented.
 - All construction and operating expenses can be reasonably safeguarded.
 - Working safely is a condition of employment.

Environmental Overview

TFR is committed to protecting the environment and preserving the Nation's historic resources while complying with applicable Federal environmental and historic preservation laws such as:

- National Historic Preservation Act
- National Environmental Policy Act
- Endangered Species Act
- Clean Water Act
- Clean Air Act
- Coastal Barrier Resources Act
- Migratory Bird Treaty Act
- Resource Conservation and Recovery Act
- Coastal Zone Management Act
- Farmland Protection Policy Act
- Fish and Wildlife Act
- Wild and Scenic Rivers Act
- Magnuson-Stevens Conservation and Management Act
- Executive Order 11988, Floodplain Management
- Executive Order 11990, Protection of Wetlands
- Executive Order 12898, Environmental Justice

The primary potential environmental impacts occur from activities related to debris management sites, individual demolition sites, and transportation activities associated with moving debris and waste along with general transportation activities.

A comprehensive Environmental Protection Plan will be prepared and submitted within five days of notice of award. It will identify specific debris management sites and specific impacts associated with the location(s). This includes site-specific information such as depth to the water table, distance to potential receptors and pathways, and the site setting parameters that may be affected by activities such as dust, odor, noise, traffic, etc. Until the specific debris site is identified, the Environmental Protection Plan cannot be finalized.

This framework is intended to demonstrate our familiarity with the requirement and our ability to deliver the submittal plan as required. It's not intended to be a complete or thorough model for the Environmental Protection Plan.

Pathways to be evaluated and issues to be addressed in the Environmental Protection Plan:

- Air/Dust, Odor, Gases, Smoke
- Water/Storm Water Runoff/Erosion Control, Leaching into Water Table
- Esthetics & Community Relations -Setbacks, Noise, Traffic, Hours of Operation, Tree Preservation, Site Restoration
- Spills and Spill Response

Special Considerations:

- Wetlands Protection
- Ground Water Recharge and Discharge
- Aquatic Food Chain Support
- Fish and Wildlife Habitat
- Fire/Rodent/Wind/Hauling Control

Primary considerations also include prevention of soil erosion and sedimentation, improved air quality, reduced noise pollution, energy conservation through site layout and design, protection of privacy by maintaining and establishing buffers between conflicting land uses, and maintaining or enhancing habitat for wildlife through final restoration.

Technical Approach

This operational plan has been thoroughly vetted over years and years of disaster-related debris management projects. Utilized in Plantation, Florida to smaller projects such as Port Aransas, Texas, the operational plan outlined below maintains the flexibility to administer and complete multiple large-scale projects simultaneously without sacrificing safety, transparency, and performance. In 2020, TFR's flexible operational plan was tested. With projects spanning Iowa, Oklahoma, Alabama, Mississippi, Texas, and Louisiana **TFR operated, funded, and closed out 57 simultaneous projects with a total value of over \$76 MIL.**

Planning and Preparation

Preparation is the be-all of good emergency management. As such, TFR offers annual on-site training and tabletop exercises for all clients wishing to participate. Usually lasting 4 to 5 hours, TFR conducts the training service in the months preceding Hurricane Season on simulated events developed by TFR. In the past, we have offered this value-added service to clients to familiarize ourselves with key emergency management officials and local agencies designated to the project. TFR believes understanding the needs of the local officials allows us to tailor-make a debris management plan that best suits the community.

With TFR's expertise and guidance, together, the client and TFR will develop a complete, full-service debris management plan that anticipates encumbrances, highlights transparency, emphasizes expediency, and forces accuracy. The preparation and experience gained during our training exercises will position local officials to respond quickly and realize full FEMA reimbursement. Additionally, by identifying key elements, such as debris management sites and staging locations, TFR can rapidly mobilize to ensure an efficient response immediately following the storm.

Monitor

The 72 hours before the landfall of a forecasted event is crucial in ensuring an effective response. Typically, 48 to 72 hours before the anticipated impact, members of our contract administration department begin contacting our list of qualified subcontractors, with priority given to those closest to the anticipated strike area and determining their ability to commit, estimated response time if tasked, and access to temporary lodging or fuel sources if required. Simultaneously our fleet manager begins identifying potential resource needs, contacts vendor partners, and notifies the shop manager and operators of potential for deployment. Project managers assist in the securing of subcontractor commitment, in-house labor force availability, and logistic planning for post-storm response. Within 24 to 48 hours of the projected impact, and as the probability becomes less marginal, the previously listed subcontractors are contacted and placed in a standby state. The fleet manager ensures that all operators and support personnel are on standby, and that equipment is prepped and ready for immediate dispatch if needed. During the last 24 hours before the landfill, and upon notification from the customer or our administrative staff's direction, mobilization of

Supporting Communities from the Ground Up

☑ Ready

With years of experience helping hundreds of customers, TFR offers a deep understanding of the disaster recovery process. We help our clients put together a plan before a disaster strikes so that they will be ready to respond when it does.

☑ React

TFR hits the ground running as soon as a disaster strike. We can mobilize our expert project managers, crews, and state-of-the-art equipment within hours.

☑ Respond

TFR carefully coordinates every disaster recovery/debris management plan to meet the needs of the community. Our deep planning and project expertise enable us to provide extremely accurate time/cost estimates and meet or exceed all project expectations.

☑ Recover

TFR provides support and technical assistance to help clients navigate a complex maze of state and federal public assistance programs, including FEMA reimbursements, to help disaster-impacted communities get back on their feet as quickly as possible.

resources will begin. Project management, equipment, and personnel mobilized before landfall will stage at a determined location outside of the impact area and remain in contact with contract administration and the client for instructions on when to proceed. If push crews have been requested, pre-event staging will typically be determined by the contracting agency requesting push assistance.

Notice to Proceed

Immediately following a notice to proceed, TFR will schedule a kick-off meeting with government officials to discuss our mobilization plan.

Mobilization of Personnel and Equipment-

Once initial assessments are completed either by the client or TFR, and the need for contract activation is agreed upon, TFR will enter the mobilization phase. During this phase, project managers on the ground will work closely with fleet management at headquarters to coordinate the dispatch of resources. Project managers will take into consideration the magnitude of the event, the services for which TFR is contracted, assessments by the client, in-house assessments, and various other factors when determining the number and type of resources that are required to best serve the client. The timeline for mobilization is typically 24 hours from notice to proceed.

Lodging and Life Support Services

TFR's office staff ensures the availability of lodging for field employees, through various means. When available TFR will utilize local hosts such as hotels, Airbnb, VRBO, or similar services. When local resources are unavailable due to being at capacity, power, or water is unavailable, or other circumstances, TFR can dispatch multiple portable housing units. Using company-owned water trucks and on-hand generators, these units can self-sustain for extended periods or until services are restored.

Equipment and Personnel Check-In

Once the staging area has been determined and resources dispatched, TFR along with the client or monitor firm representing the client will complete the certification process. Each debris hauling unit will be measured for capacity or weight, depending on contractual specifications. Units are assigned a number that is visible on the truck placard for identification and record-keeping purposes. Tree trimming and other specialized equipment will be assigned a number and placard for the purposes mentioned above. This entire process should be thoroughly documented with copies of documentation provided to both the client and contractor.

Work Hours

For safety purposes, debris removal crews will work 12-hour shifts during daylight hours, seven days a week, unless the contract specifies otherwise. If requested, debris site operations may be conducted 24 hours a day, with adequate lighting and necessary safety precautions in place.

Daily Operation Meetings

The cornerstone of the debris removal efforts will be daily operating meetings, which will allow employees and subcontractors to identify and address any challenges that may arise during the recovery process. Agenda items may include gathering daily reports, problems encountered in the field, damage claims, additional resources needed, production concerns, and future assignments.

The primary purpose of daily meetings will be to promote open lines of communication between TFR staff, adjust daily production as needed, and resolve any issues or damage claims. Open channels of communication have been shown to promote exceptional results and collaboration among project participants.

Safety/Toolbox Meetings

Our safety manager, Roger Barfield, will conduct monthly safety meetings with our management team to discuss safe working conditions and review job site safety practices. In these meetings, he will review TFR's corporate position on occupational safety, health, and regulatory compliance. He will also hold weekly group safety meetings and project managers will each hold daily toolbox meetings for debris removal crews, operators, laborers, and support staff to discuss known hazards, analyze near misses, and review any employee safety concerns.

Debris Management Operations

The devastating remains of a natural disaster can leave a trail of fallen and uprooted trees, branches, hazardous stumps, and other small and large vegetative debris. Construction and demolition debris, as well as specialty wastes, can be found throughout the waste stream.

Eligible Debris

TFR should only be handling materials that originated from a natural or man-made disaster, the legal responsibility of the client, located on public rights-of-way, and excluding debris from commercial sources and unimproved property. The quality control manager shall train all field personnel on material classifications and any questionable debris shall be addressed immediately.

Passes

TFR will comply with the number of passes required within the contract.

Work Zone Safety and Traffic Control

Our corporate safety manager reviews each contract during the kick-off stage. With the scope of work in mind, an initial safety plan is formulated and conveyed to the project managers responsible for field operations. Our project managers are knowledgeable in the standards set forth by the American Traffic Safety Services Association and the Occupational Safety & Health Act. This knowledge is used to identify hazards and means of mitigation. During the hazard identification stage, many factors are taken into consideration. These include but are not limited to overhead hazards, electrical hazards, traffic volumes, pedestrian traffic routes that may be affected, and routing for over-dimensional vehicles. The cumulation of this data results in a complete Job Hazard Analysis, which can be communicated to employees, and implemented to allow for the most productive and safe working environment.

Right-of-Way Debris Operations

Vegetative Debris

Vegetative debris is collected from the public ROW or private property when warranted. Vegetative debris collection crews are under the direction of the project manager on-site and have been fully trained in the identification of eligible vegetative debris and its removal. Routes for collection are assigned based on client priorities and routing logistics. This collection process is documented in its entirety to allow for reimbursement and auditing purposes. The means of the collection will be determined by the geography, access, and quantities of vegetative debris to be removed.

C&D Debris

Construction and demolition debris that has been placed on the ROW for removal will be removed by our C&D collection crews. As with vegetation crews, these crew members have been fully trained in identifying eligible C&D, the processes involved with its removal, and the hazards associated with it. Routes for collection are assigned based on client priorities and routing logistics. This collection process is documented in its entirety to allow for reimbursement and auditing purposes. The means of the collection will be determined by the geography, access, and quantities of vegetative debris to be removed.

Household Hazardous Waste

HHW placed on the ROW is segregated from other debris streams and removed by designated debris removal crews. These crews are trained in all applicable EPA or state regulations about the collection and disposal of household hazardous waste. HHW is collected and delivered for final disposal at an approved hazardous waste facility. The collection of HHW may take place in tandem with other debris removal operations, or as a separate pass dependent on the volume of HHW generated.

White Goods and Putrefied Foods

White goods refer to items such as refrigerators, air conditioners, freezers, etc. which may contain chemicals or fluids such as freon or oil, which must be remediated by someone with the appropriate license and certification to do so. These items should be separated at the curbside and delivered to the collection points designated. If they are brought to the debris site for temporary storage, they will be contained in a separate staging area so that they may be inspected and properly cleaned of all chemicals, fluids, and food waste.

Electronic Wastes

Electronic waste refers to electronics such as computers and televisions, also known as E-waste. E-waste will be segregated from the curbside debris piles and hauled to a designated disposal facility.

Vehicles and Vessels

Abandoned Vehicles and Vessels will be removed and taken to a temporary staging/storage area. Once at the temporary staging area, VINs and other identifying information are documented and provided to the customer. Further processing or handling of the vehicles and vessels will be determined by the client's debris management plan, or as directed, by local and state ordinances, securement of ownership laws, hazard abatement laws, and any other applicable regulations.

Tires

Tires will be collected and transported to a licensed recycling facility.

Gasoline Powered Tools

Lawnmowers, weed trimmers, chainsaws, and other gasoline-powered lawn equipment that contain fuel, oil, or other hazardous substances will be collected from the curbside and hauled to a central site for processing. They will be cleaned, and the fuel and oil will be removed, recycled, and disposed of properly.

Asbestos-Containing Material

Any debris removal operations involving ACM shall comply with the regulations set forth by EPA, NIOSH, OSHA, and any local and state regulatory bodies. Any employee, subcontractor, or other agents of TFR Enterprises involved in the removal and/or disposal of ACM shall be properly trained, and certified or licensed to perform the assigned tasks. All documentation will be maintained by the Federal Code of Regulation guidelines.

Earthen Debris (Sand, Dirt, Soil)

Earthen Debris will be evaluated to first determine whether it is considered contaminated, or non-contaminated. This will be accomplished through means of environmental surveying, soil sampling, and origin determination. If deemed contaminated, the spoils are to be loaded in appropriate hauling units and delivered directly to a legally permitted disposal facility. If determined to be non-contaminated, and of beneficial use, TFR will make good faith efforts to find alternative disposal through means of recycling.

Recyclables

TFR is a green industry company. The principals of TFR are proponents of recycling whenever possible. As such, TFR utilizes tub grinders, slow-speed shredders, trommels, loaders, and excavators which are used to sort, separate, and reduce vegetative debris to reusable mulch, dirt, metals, and other construction products. Following each disaster event, TFR will make every effort to locate a reusable purpose for this material such as bedding material for plants, ground cover for parks, animal bedding, and reusable energy sources such as boiler fuel for co-generation plants or production mills. In addition to vegetative recycling, every effort is made to keep the metals segregated and clean so that the Ferris and non-Ferris metals can be recycled. In cases of large quantities of mixed debris, a system of separation using a trommel, air curtain burner, picking line conveyor, and tub grinder, can be used which will allow the paper and plastic to be separated, and the clean dirt, rock & concrete, Ferris metals, non-Ferris metals, and clean vegetative debris sorted and piled for recycling.

TFR Spotlight

Bastrop County Wildfire

100% of the mulch created from the grinding of trees was utilized in beneficial reuse or was recycled.

100% of the C&D was recycled.

Sources will be sought for the following recyclable material:			
Asphalt	Dirt	Roofing Materials	Tires
C&D	E-Waste	White Goods	
Concrete/Aggregate	Metals	Mulch	

TFR has vast experience employing recycling activities and maintains established relationships with recycling firms to accept various types of debris. While completing debris reduction of 2,000,000 CYD for the City of Tulsa, TFR loaded the chips on railcars and shipped the excess reduced debris to a Company-owned mulching facility in Leander, Texas. Alternative methods of disposal exist and are well documented by TFR. During Hurricane Ike, storm-generated debris from Polk County was hauled and burned at a local paper mill in Orange County, Texas. This strict commitment to recycling storm-generated debris has benefited both clients and TFR.

Reduction

Reduction of debris is normally applied to vegetative debris such as brush and tree debris, which is also referred to as “burnable debris”. However, the reduction process can also be applied to some items that are considered non-burnable or construction and demolition debris. This would include such items as household furniture, construction materials such as roofing, and treated timber. This process is applied to reduce the volume of the material that is being landfilled. The economic evaluation of weighing the reduction cost against the unreduced landfill cost will be a factor in determining the feasibility of this approach. The most common methods of reduction are burning, chipping, grinding, and recycling.

Open Burning

Open burning, although very cost-effective, may not be suitable for urban areas. The feasibility of this method is very dependent on the location and the cleanliness of the debris. Many areas and locations will not permit open burn, particularly in urban environments where heavy smoke can create health and property damage concerns. However, in rural locations, if the debris is clean, there is very little environmental impact, and the resulting ash can remain on the site or be used as a soil additive. Bulldozers and loaders are the primary equipment required to operate an open burn process.

Air Curtain Incineration

Air curtain incineration is also a very cost-effective method of reducing clean, vegetative debris but with less environmental impact than the open burning method. Air curtain incineration incorporates the use of a

“burn pit” aided by a forced-air blower. The pit can be constructed below or above grade (depending on the water table) and includes a mechanical blower to create constant optimal burn rates and an “air curtain” effect. The air curtain incineration system is a combination of the blower and pit, engineered as a unit to achieve the effect of holding the smoke while feeding air to the fire pit. Since differing site locations contain differing conditions, such as soil composition, water table levels, etc., there are no air curtain incineration systems standards in the industry. In the construction and operation of an efficient air curtain incineration system, special consideration must be given to the following factors:

- A setback of at least 100 feet between debris piles and the burn area with a minimum setback from buildings and structures of at least 1,000 feet.
- Construction of non-combustible “warning” stop blocks (at least 1 foot in height) for equipment located at the burn pit.
- Use limestone (or equal material) for the construction of the “pit” with reinforced earth anchors, or wire mesh to support the loader ramps.
- Use clay or limestone to create an impervious layer on the bottom of the pit to prevent the leaching of the ash from the aquifer. This layer shall be at least 1 foot deep and will be regularly inspected and maintained at that depth in the event scraper activity removes part of the layer during operations.
- Seal the pit ends at least four feet high.
- Pit construction (by this solicitation) shall be 8-9 feet wide, and 14 feet deep.
- A 12” dirt seal will be placed on the lip of the burn pit area to seal the lower nozzle.
- The blower will be configured to direct the airflow to strike the wall of the pit 2 feet below the edge. Operators will be instructed that the debris should not break the path of the airflow except during dumping.
- Equipment used will be tested and adjusted to assure that a minimum nozzle velocity of 8,800 ft/min (100 mph) and a volume of 900 cf/min/linear feet is produced during burn operations.
- The length of the pit shall be no longer than the length of the blower nozzle.
- The operators shall be instructed to load the pit uniformly along its length.
- Operators will also be instructed to extinguish the fire at least 2 hours before removing the ash.
- Water trucks will be used to dampen ash residue as well as areas surrounding the burn site.

Grinding/Chipping

Reduction of debris by chipping and/or grinding is an opportunity to recycle the vegetative debris back to economically beneficial use. However, the overall economic impact of chipping/grinding compared to burning will have to be reviewed before a determination can be made. Grinding/Chipping is the reduction of woody, vegetative debris by cutting and pounding the debris to reduce the woody materials into small pieces or “chips” This method normally produces a reduction of between 3 to 1 and 5 to 1, whereas burning reduces the debris by approximately 95%. However, wood chips can be recycled and used



as mulch, fuel, ground cover, and animal bedding to name a few. The availability to recycle the chips would be a significant factor in determining the economic value of chipping/grinding. In the construction and operation of a chipping/grinding reduction operation, special consideration is given to the following factors:

- Grinding machines must have a clearance of 300 feet. Warning signs must be stationed around the perimeter of the grinding equipment, warning of possible flying objects from the grinders.
- The grinding machines must have screens, which produce chips not exceeding 4 inches in length and ½ inch in diameter.

-
- Liners shall be placed underneath grinders, and other stationary equipment, as a preventative measure against possible leaks or spills exposing the soil and groundwater to contaminants.
 - Debris must be sorted and cleaned of other contaminants such as metals.
 - Operators must wear hard hats even in closed cab machines while operating.
 - Root Rake loaders are used to avoid contaminating the debris entering the grinder with dirt or sand.
 - Ground debris or mulch shall be stored onsite in piles no higher than 15 feet. Such piles shall not remain on-site for longer than seven (7) days and haul-out procedures shall ensure. Ground debris or mulch is monitored daily for heat and internal combustion.

Sand/Soil Screening

Pre-screening is required before crushing or production screening occurs because the raw material has a large particle size range. Large pieces of material need to be roughly broken with a jaw crusher. To avoid excessive crushing, small pieces of materials can be directly screened and then enter the subsequent equipment without entering the jaw crusher for crushing. The screening currently is called pre-screening. Adding a screen to the hopper or a special vibrating screen is the ideal pre-screening equipment. A production line screener then processes more than one size of finished products. Therefore, the finished material is screened into a variety of granular products and stockpiled for future use or recycling, which is called independent screening. The linear vibrating screen is often used for independent screening.

Debris Site Management

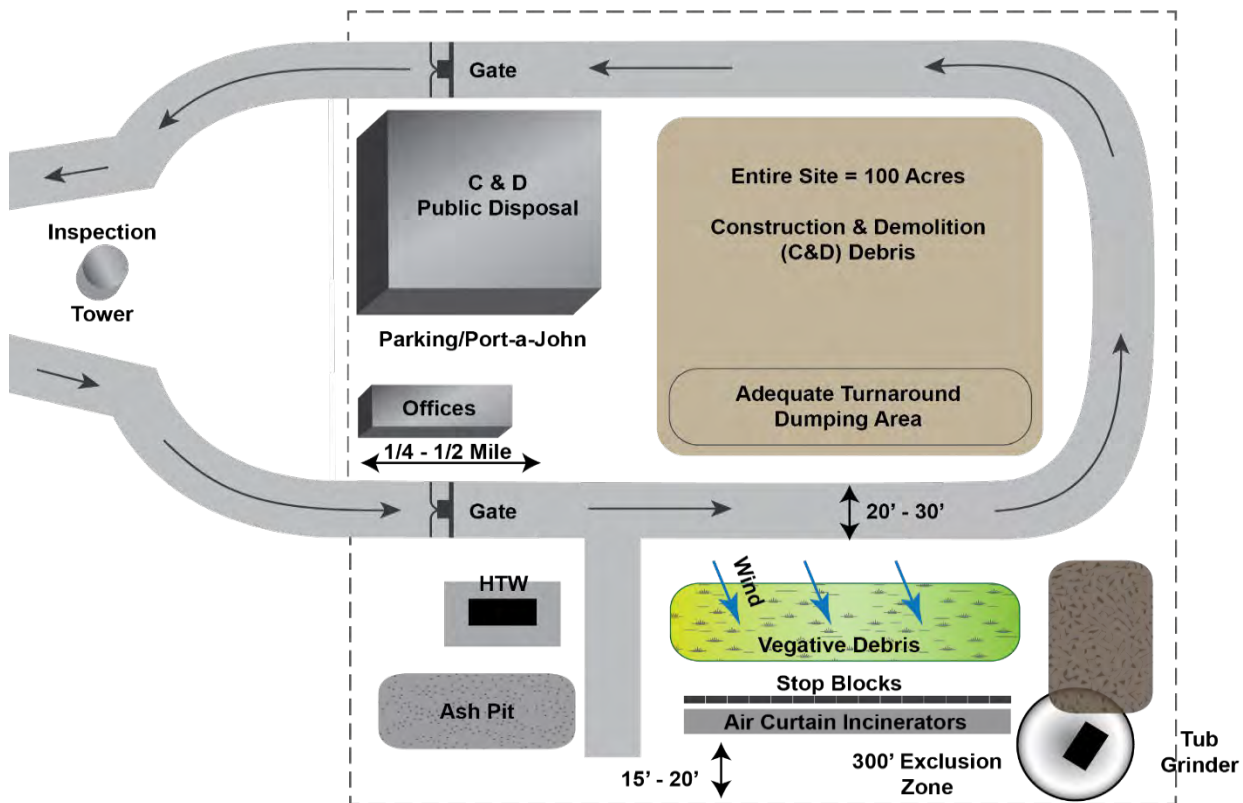
Debris Management Site Selection

In conjunction with Government Officials, TFR seeks to aid in the selection and qualification of debris management sites. Identification and selection of appropriate sites are vital to the efficiency, cost control, and overall safety of the debris management process. The FEMA *Debris Management Guide* outlines the selection of a debris management site through the following:

- Ownership
- Size
- Location
- Environmental and historic concerns

In past planning sessions, TFR and Government Officials have scoured potential areas locating and qualifying numerous sites through a stringent identification process. Examining the layout of the City/County, possible high-volume areas, and environmental impact, TFR and Officials can establish probable locations that best suit the debris management effort. After sites have been identified, historical information is pulled to ensure compliance with the National Historic Preservation Act, and soil and water samples are collected to file with State Environmental Protection Agencies. Coupled with TFR's unique ability to operate 8 concurrent debris management sites with Company-owned Diamond Z Grinders, the qualification process of logistically, geographically, and environmentally appropriate debris sites is key to the efficient, rapid mobilization effort TFR can offer.

Preparation of Debris Management Sites



Obtaining and Possessing Necessary Licenses and Permits - The Operations Manager or his designee will investigate the state and local statutory requirements needed to perform the work described in the pre-position planning in the affected areas and determine what permits are necessary to complete the work. Video and/or digital photographs of the site, before the occupation, will be made for the record, in addition to any soil, water, or other test documents. After acquiring all necessary permits and licenses, the Operations Manager and the EHS Manager will then prepare copies of all necessary permits for delivery to Government Representatives.

Submittal of Site Plan and Establish Field Offices and Equipment Staging Area - After the approval/assignment by Government Representatives of the DMS, which currently is unidentified, a physical review of the site will be made by the OM, the site manager, and representatives. Within 12 hours of the location and inspection of the site, a final site plan will be submitted for approval. The Site Plan shall reflect: (1) access to the site (ingress, egress) (2) Site preparation-clearing, erosion control, and grading, (3) traffic control procedures, (4) safety, (5) segregation of debris, (6) location of ash disposal area, hazardous material containment area, contractor work area, and inspection tower, (7) location of vegetative debris dump, (8) location of Mixed Debris and C&D dump, (9) Location of Temporary sanitary facilities, (10) location of reduction operations including incineration operations, chipping operations, (11) location of any existing structures or sensitive areas requiring protection from smoke, dust, noise and with awareness to existing traffic conditions (12) location of dump area for debris hauled from the public or haulers other than TFR with traffic patterns reflected for this area. Tasks will then be assigned to construct and establish the required elements of the site, such as the inspection tower, hazardous materials containment area, temporary fencing, etc.

For this RFP and the general understanding of the layout offered by TFR, included is a general site plan utilized by TFR on previous projects that directly address the uses outlined above. However, before these site plans can be formally submitted, the necessary soil and water samples will need to be taken, checked, and filed with

appropriate Government Agencies and maintained, on hand, at the TFR field office. The site plan will be reviewed and accepted by Government Representatives before DMS accepts storm-generated debris.

Hazardous Materials Containment Area – TFR’s employees have been involved in the preparation and construction of many DMS to FEMA/USACE specifications. The Company will have had all necessary tools and supplies shipped from its home office for the first deployment of equipment. Once again, this is done as a safeguard measure if supplies and materials may not be readily available in the area following a disaster event. This Hazardous Materials Containment Area shall be constructed to the specifications outlined in the RFP.

Before construction, the site will be graded, and a berm constructed to provide a Hazardous Containment Area that will direct site runoff away from the Hazardous Containment Area. The area shall be 30’x30’. The perimeter shall be lined with hay bales and staked in place. The area shall be lined with a heavy gauge plastic (or tarp for colder climates where plastic may be too brittle) to provide a waterproof barrier. Six inches (6”) of sand shall be spread within the area to provide an additional defense against hazardous leakage while also protecting the heavy gauge plastic against rips and tears. Additional plastic or tarp sufficient to cover the area will be available to prevent rain or snow from entering the containment. Lastly, site runoff shall be redirected away and from the containment area through the utilization of site grading.

Additional Construction Procedures that may be necessary are:

- The establishment of a lined temporary storage area for ash, fuels, and other materials that could contaminate soil and groundwater.
- Construction of temporary fencing around debris material storage areas for segregation and protection from traffic.
- Construct non-combustible stop blocks for equipment located at the burn pit.
- Establishment of an equipment staging area where equipment can be isolated and inspected regularly for fuel and oil leaks. Describe provisions for a lined area for fueling and equipment repair to protect soils from spills of petroleum products, hydraulic fluids, etc.
- Provision of plastic liners under stationary equipment such as generators and mobile light plants.
- Construct Roadways Throughout the Site - Traffic will be designed for one way in and one way out to avoid congestion.
- Erect Stop, Slow, and Direction Signs for safety and traffic flow. Signs will also be provided at the main entrance with the site name and directions, i.e., Office/Visitor Check-in, visitor parking, truck inspection tower, etc. There will also be signs designating the HTW area, white goods area, first aid area, mixed debris, etc.
- Establish a gated entrance for security to the perimeter of the site and a guard building to record visitors and authorized personnel visiting the site.
- If necessary, establish a “public” or separate dump area for debris hauled by others with separate traffic patterns and a distinguished and separated (by temporary fencing or other means) perimeter to avoid mixing the debris with the debris hauled by the contractor.



Once the Site Plan is approved, the Company will locate its office command center. TFR owns five self-contained command centers constructed on a 45-foot travel trailer. They are inventoried with all needed onsite management, communications, record-keeping, and safety materials. This includes such items as truck tickets, safety forms, identification signage, cellular phone, radio broadcast systems, desktop computer/fax and copying equipment, hard hats, steel-toed boots, flags, safety vests, and other miscellaneous items

necessary to the immediate operations. These command centers will be equipped with self-supporting generators and temporary sanitary facilities if not, or until, available on site.

DMS Remediation and Restoration

In the event of a natural disaster, a Debris Management Site (DMS), usually selected by the government, may be used to process debris before its final disposal. Substantial site preparation may be required such as proper access points of entry, security devices, control gates, fenced storage compounds, adequate internal haul roads, proper erosion, and sediment control fencing, and stormwater retention features, to name a few. If a DMS is required, then TFR will, upon entering each site for the first time, photo-document the existing site conditions using both a video camera and still photographs.

At the cessation of DMS operations, all sites will be restored to the satisfaction of Government Representatives/Owners with the intent of maintaining the utility of each site, leaving it unencumbered for future use and safeguarding the environment. Soil and water samples will be taken and compared to pre-work samples to ensure that TFR operations have not negatively affected the environment. Other factors that are considered during the remediation process are:

- All pre-existing grades including roads, ditches, etc. will be restored to the satisfaction of the customer before the final closure of each site.
- Areas where soils were excavated (e.g., ditches and retention ponds) or stockpiled (e.g., berms) will also be restored to pre-existing grade before vacating each site.
- Pre-construction drainage patterns will also be restored, as well as all improvements (e.g., trailers, fencing, construction entrances, and built-up aggregate haul roads) will be removed from each DMS unless otherwise instructed by the Government's Representative.

Upon completion of the above remediation tasks, TFR will photo-document site conditions using both video cameras and still photographs. As done with the water and soil samples, the post-work photos will be compared to pre-work photos to ensure that the site was remediated to its original condition.

Disposal

Vegetative Debris

Vegetative Debris is burnable debris and can be reduced by either incineration or by chipping/grinding. If reduced by incineration, the estimated reduction rate is 95% and leaves the ash residue to be hauled off and disposed of. If reduced by chipping/grinding, the reduction rate is estimated at only 60%-75%, however, the by-product, mulch, can be recycled. The vegetative debris may become mixed with earth materials such as dirt, gravel, rock, or sand during the disaster. Root rakes are employed to shake and separate the brush and vegetative debris before it is reduced. Sometimes shaker screens or trommels are necessary to separate the earthen debris before reducing it.

C&D Debris

C&D Debris is non-burnable, non-recyclable debris that will eventually be delivered to a landfill. Samples of this type of debris include mattresses, clothing, household garbage, concrete, asphalt, metals, plastics, manufactured furniture, building components, etc. Parts of this material, if well separated, can be reduced by grinding before the landfill, to reduce the cost of hauling and tipping fees (if charged by volume). Other parts, such as metal can be recycled if well separated and cleaned.

Household Hazardous Waste

Household Hazardous Waste (HHW) is debris such as household chemicals, pesticides, unidentified liquids, paint, batteries, etc. As mentioned earlier, the primary goal is to separate this material on the curbside and pick it up separately by a designated HHW crew. These items are then delivered to the permitted collection points previously located. However, if HHW inadvertently becomes co-mingled with other debris and enters the site, it is separated from the other debris and placed into a Hazardous Containment area on the site for further disposal by those licensed to handle and dispose of this type of debris.

White Goods

White Goods refer to items such as refrigerators, air conditioners, freezers, etc. which may contain chemicals or fluids such as freon or oil, which must be remediated by someone with the appropriate license and certifications to do so. These items should be separated at the curbside and delivered to the recycling facility previously located. If they are brought to the site for temporary storage, they will be contained in a separate staging area so that they may be inspected and properly cleaned of all chemicals or fluids before being recycled.

Electronic Waste

Electronic waste refers to items such as computers, televisions, printers, and scanners that will be contained in a separate staging area and then transported to a previously identified recycling facility.

Vehicles and Vessels

Abandoned Vehicles and Vessels will be removed and taken to a temporary staging/storage area with controlled access. Once at the temporary staging area, VINs and other identifying information are documented and provided to the customer. Further processing or handling of the vehicles and vessels will be determined by the client's debris management plan, or as directed, by local and state ordinances, securement of ownership laws, hazard abatement laws, and any other applicable regulations.

Putrefied Foods

Handling of putrescent waste will be managed to minimize employees' exposure during the removal and transport to a permitted solid waste disposal facility.

Tires

Tires will be collected and transported to a licensed recycling facility.

Gasoline Power Tools

Gasoline Power Tools will be transported to a scrap metal processing facility.

Asbestos-Containing Materials

Any employee, subcontractor, or other team members of TFR Enterprises involved in the disposal of ACM shall be properly trained, and certified or licensed to perform the assigned tasks. This material will be loaded for transport in an approved, lined, and sealable container. The material is then delivered to the pre-determined final disposal facility, permitted for receiving asbestos-containing materials. TFR will adhere to all regulations set forth by EPA, NIOSH, OSHA, and all local and state regulatory bodies. Documentation relating to these activities will be retained by the Federal Code of Regulations.

Soil, Mud, and Sand

If deemed contaminated, the spoils are to be loaded in appropriate hauling units and delivered directly to a legally permitted disposal facility. If determined to be non-contaminated, and of beneficial use, TFR will make good faith efforts to find alternative disposal through means of recycling, such as local soil suppliers as usable material, land clearing companies for fill material, or local construction companies for land improvement purposes.

Other Support Services

Demolition

TFR has the experience of managing and performing several demolition services including full demolition, basement and foundation removal, blight property abatement, and much more. An experienced member of our project management team will evaluate the site and determine the services needed. When applicable we will cooperate with the customer to perform soil sampling, asbestos testing, or other necessary preliminary studies. Utilities will be located and verified as disconnected. Once testing is complete and any remediations have concluded, e.g., asbestos siding removal, runoff protection installation, and well/ water pipes capped, demolition of the structure commences. The means of demolition are determined by many factors such as site access, the risk

to surrounding property, material being demolished, or dust control necessary surrounding the work area. Demolition crews are trained and operate under the standards set forth by the Occupational Safety and Health guidelines.

Private Property Debris Removal

Private property debris removal must present an immediate health and safety threat to the public before it is reimbursed under the Public Assistance Program. This is typically the responsibility of private property owners, however, if the debris poses a threat to the public at large and the property owners are unavailable the state or local municipalities may need to enter onto private property to alleviate the immediate threat.

Hazardous Limb Removal

Hazardous limb removal work shall consist of the removal and disposal of storm-damaged limbs that are:

- Imminent and impending peril to the public
- Greater than 2” in diameter at the point of breakage
- Broken and still attached to the tree.

The resulting debris will be collected from the grounds and hauled by normal debris collection standards.

Hazardous Tree Removal

Unstable and leaning trees along a public ROW or within a naturalized area, such as public parks or golf courses, are eligible for removal. The Sub-Grantee may choose to attempt to save the tree through straightening and bracing if the cost of repair is less than the removal and disposal. A tree is deemed hazardous and eligible for removal if:

- The tree is an immediate threat to public health and safety or improved property.
- It has a DBH of 6” or greater.
- AND one or more of these criteria:
 - ✓ 50% or more of the crown is damaged or destroyed.
 - ✓ A split trunk or broken branches that expose the heartwood.
 - ✓ Fallen or uprooted within a public use area.
 - ✓ Leaning at an angle greater than 30 degrees

After a tree has been deemed eligible and scheduled for removal, TFR tree crews will discuss a tree-specific removal plan to ensure a safe, proper felling operation, considering:

- Surrounding area for anything that may cause trouble when the tree falls.
- The shape of the tree, the lean of the tree, and decayed or weak spots.
- Wind force and direction
- Location of other people
- Electrical hazards

Once the tree crew has identified a tree-specific removal plan, the following procedures shall take place:

- The employee shall work from the uphill side whenever possible.
- Before felling operations, the work area shall be cleared to permit safe working conditions and an escape route shall be planned.
- Each worker shall be instructed as to exactly what he/she is to do. All workers not directly involved in the operation shall be kept clear of the work area.
- Before starting to cut, the operator shall be sure of his/her footing and must clear away brush, fallen trees, and other materials that might interfere with cutting operations.
- A notch and back cut shall be used in felling trees over 5 inches in diameter measured at breast height (DBH). No tree shall be felled by “slicing” or “ripping” cuts.

-
- The depth of penetration of the notch shall be about one-third the diameter of the tree. The opening or height of the notch shall be about 2.5 inches for each 1 ft. of the tree's diameter. The back cut shall be made higher (approximately 2 inches) than the base of the notch to prevent kickback.
 - The resulting notch shall be flush cut to the ground.

Hazardous Stump Removal

The removal of hazardous stumps is a unique process requiring specialized equipment. As such, this process requires unique documentation and costing to realize full reimbursement, and meet the following criteria:

- 50% or more of the root ball exposed.
- Greater than 24" in diameter, as measured 24" above the ground.
- Located on public property or a public ROW.
- Immediate threat to public health and safety

Documentation Process, Procedures, and Data Management

TFR Enterprises, Inc has developed a Disaster Debris Data Management System (DDD) used for creating, gathering, managing, and retaining all project information for all stakeholders involved in each debris mission. This disaster-specific debris management system includes documents, processes, and procedures that ensure accurate and timely invoices, subcontractor payments, and client reimbursement. These processes are specific to FEMA documentation compliance and employ quality controls to ensure accuracy with a goal of zero defects.

Material Tracking and Quantification

There are three critical data management forms used for material tracking and quantification:

1. Truck Certification forms which certify and measure each hauling unit. The certified truck number and measured hauling capacity are transferred onto a Placard which is affixed to each haul unit at the beginning of the job.
2. Load tickets for quantifying the right-of-way Debris Collection
3. Unit tickets for documenting Hazardous Leaners and Hangers (tree trimming and removal)

A truck certification form is a form used at the beginning of the project that documents all hauling units and their precise measurements calculated and recorded in unit measure Cubic Yards. The client or its contracted monitoring company performs this certification. This is a critical step at the beginning of operations that records all truck-specific information including assigning a unique truck number or unit number sometimes referred to as a placard number, the truck owner or subcontractor contact information, legal state vehicle registration, and measured capacity in cubic yards. Proof of liability insurance for that specific vehicle is also validated at this time. Some of this information is then transferred to a placard and affixed onto each haul unit identifying 3 key items: Truck number, the Measured Capacity of the unit, and the Contract Name (Applicant/Client). These placards are then used by the monitors to document the hauling operations onto haul tickets. TFR scans the certification along with the photographs of each unit and driver information for that vehicle into our DDD system and it is downloaded into our database.

When documenting the right of way debris removal operations, and Hazardous Leaners and Hangers there are two different methods for capturing and documenting the unit data of the work being performed in the field: **hand-written paper tickets or ADMS (Automated Data Management System)** tickets using handheld units such as smartphones or tablets. Both methods are provided by either the client's personnel, if self-monitoring the project, or by monitoring company personnel selected and hired by the client. Load tickets allow all applicants or recipients to document billable activities accurately during the debris mission and are submitted to FEMA as required documentation. The following data is collected on the paper haul tickets:

Ticket number
Load Date
Load Time
Material Type
Pickup location or origin or GPS
Contractor Name
Truck number
Driver Name
Certified Capacity of Truck
Load Call % (if applicable)
Net Cubic Yards Delivered (CY or Tons)
Destination of Material
Landfill Disposal ticket number (if applicable)
Monitor Name and Signature

Similar information is collected on the Hazardous Leaner/Hanger tickets but includes Tree, Stump, or Hanger Qty and Diameter instead of truck capacity and load call and must include GPS coordinates and be accompanied by before and after photo representation.

ADMS Technology (Automated Data Management Systems) is an electronic means of capturing data on all operations in the field. ADMS technology uses handheld units such as smartphones, tablets, or other portable hardware. The field monitors capture all pertinent data with these devices including date, time, truck number, capacity, debris type, and pick-up location (with GPS coordinates), and these units typically can take photographs documenting the operations.

Load quantities will be verified and "scored" or "called" by tower monitors at DMS or final destination sites. Once the official call is recorded onto the "open" load ticket, and a validation signature is executed by the tower monitor, the ticket is "closed" and carbon copies of the ticket are distributed as follows: one copy to the truck driver, one copy to the TFR Enterprises, Inc Project manager, two copies to the monitoring firm (one for monitor and one for client). Having 5-part tickets ensures that proper reconciliation is done between the Prime Contractor, Sub-contractors (if any), the monitoring company, and the Client to maintain the integrity of the processes and to follow FEMA guidelines.

TFR Data Processing. All recorded load tickets are scanned every day at our field office and downloaded into our debris database. Quality control procedures are completed on the data to ensure no duplicate tickets are entered and each ticket line is checked through programming to ensure that the measured capacity of the trucks, from the truck certifications, is correct on each ticket. The data is then reconciled with each of our subcontractor invoices to ensure data matches and is approved through our debris data management system. This process is only used with the hand-written paper ticket method, it is eliminated when an ADMS system is utilized. These procedures incorporate multiple types of billing items to include several units of measure such as "Cubic Yard", and "Ton" for right-of-way hauling items such as vegetative, C&D, sand, water-way debris removal, a unit of measure "each" for hazardous tree removal, hazardous hanging limbs (hanger), white goods, e-waste, vessels, abandoned vehicles, etc.) as well as "Hours/Days" for emergency debris clearance or 72-hour push. These items are the basis for customer invoicing as well as subcontractor payments.

Customer Invoicing. TFR will invoice using this data per the contract's applicable invoicing cycles: weekly, bi-weekly, monthly, etc.). TFR will not invoice for duplicate tickets or debris collected off the designated right-of-way. In the unlikely event, a duplicate ticket is invoiced, TFR will immediately revise and resubmit the invoice.

These procedures adhere to FEMA and FHWA guidelines and Record Retention and Access (2 C.F.R. 200.333-337) regulations and will maintain records for a minimum of seven years (TFR exceeds these guidelines and retains these records for 10 years). These processes are well-vetted, have been improved upon over the last 32 years, and ultimately streamline our subcontractor invoice approval and payment process as well as increase the speed and accuracy of our reconciliation and invoicing to the Client. Each invoice will be accompanied by excel spreadsheets exported from our debris data management system and will include all pertinent data from each load ticket from the period of each invoice and will comply with FEMA guidelines for reimbursement.

Subcontractor Data Management and Weekly Payments

The above-described data management processes are used for managing subcontractor data. TFR's typical workweek is Monday through Sunday unless specified otherwise by contract. Sub-contractors email weekly invoices to TFR's Project Administration team the week following the workweek for reconciliation. Reconciliation is done quickly using TFR's debris data management system and any discrepancies are sent to the subcontractor until completely reconciled. Payment for each week is made the second Friday after the workweek ends. The TFR Project Administration team sends a weekly Partial Payment and Release to the sub-contractors for signature before payment is made. This Payment release is accompanied by a spreadsheet that includes all tickets that are included in that week's payment. The subcontractor's signature on the release warrants four critical items:

- a) Covenants and warrants that all labor, materials, equipment, services, and other items, including without limitation, all payroll, sales, and privilege taxes furnished under the above subcontract or purchase order(s) have been paid for, and
- b) Releases TFR Enterprises, Inc., Project Owner, and Project Prime Contractor from all claims whatsoever arising out of or relating to the subcontract or purchase order, and
- c) Waives any lien rights concerning the project to the extent of payments received and,
- d) Agrees to indemnify TFR Enterprises, Inc., Project Owner, and Project Prime Contractor against any claim or lien asserted through or under the undersigned concerning the project.

TFR Enterprises, Inc., has prepared and submitted invoices with backup documentation for, and received payments of over \$240,000,000 over the past 5 years and made subcontractor payments of over \$125,000,000 on more than 100 individual municipal FEMA-reimbursed disaster debris management contracts. TFR's extensive FEMA experience, thorough understanding of FEMA guidelines and procedures, and reporting and payment processes allow for successful reimbursement to our customers. TFR's thoroughly vetted data management system results in the successful completion of FEMA reimbursements and audits.

Pre-Event Assistance - TFR can guide the development of debris management plans. Coordinate annual readiness (kick-off) meetings after the award. Assist in locating and pre-approving temporary debris management sites with the appropriate authorities (i.e., Department of Environmental Quality, etc.)

Post-Event Assistance - Provide guidance and assistance with debris volume assessments post-storm. Attend kickoff meetings and subsequent meetings. Provide daily progress reports. Assist with Public Announcements. Provide client-requested reports. Keep in constant communication with the client on all debris operations and provide supporting data for FEMA reimbursement.

Understanding of Scope of Work

Event Type 1: Spot Jobs – Localized

# DMS Sites	Type of Equipment	Estimated CY	Quantity of Haul Units	Mobilization time from NTP
N/A	Chainsaw Crews Self-Loading Knucklebooms Bobcats	Hourly Cut & Shove Operations	3-5	6-12 Hours

TFR Spotlight

TFR mobilized 180 Emergency Cut & Shove Crews within 6 hours after Hurricane Florence made landfall in North Carolina. The crews responded in 6 counties and were comprised of 720 responders and 180 bobcats. Although the state was devastated with historical flooding caused by the storm, TFR had the roads and highways cleared within 72 hours

Methodology: TFR will aid local government forces in the clearing, removing, hauling, and/or reduction by chain saw of localized woody debris by cutting and removing vegetative debris to a point of two feet beyond the curb or gutter. The entire scope of this event may be performed on an hourly basis utilizing local subcontractors and company-owned resources. (The number of personnel, push equipment, and cut crews will depend on the severity of the storm.) Although a debris management site is not normally required for this type of event, if one is required, TFR can select and set up a site within 24 hours.

Event Type 2: Small Event – Widespread or County/City Wide

# DMS Sites	Type of Equipment	Estimated CY	Quantity of Haul Units	Mobilization time from NTP
1	Chainsaw Crews Self-Loading Knucklebooms Bobcats Bucket Trucks	Less than 25,000CY	5-8	24 Hours

Methodology: Using company-owned resources, TFR will provide all necessary supervision, manpower, and equipment to clear, remove, haul, recycle, and/or dispose of all types of debris. For an event of this size, we anticipate needing one debris management site, which we will either locate or use government land that may be suitable for segregation activities. Throughout the setup, maintenance, and closeout of the project, all federal guidelines and regulations will be followed. Debris types that cannot be recycled will be hauled to a permitted final disposal facility.

TFR Spotlight

Town of Madisonville, Louisiana
Event: Hurricane Ida, 2021
TFR provided all necessary supervision, labor, and equipment to clear, remove, haul, recycle and dispose of 27,000 cubic yards of storm debris. TFR was onsite 24-hours from notice to proceed.

TFR does not anticipate needing subcontractors in an event of this size, however, if necessary, we will pull from our list of local subcontractors first. All subcontractors will be required to adhere to all federal contract requirements and report directly to a TFR project manager.

**Event Type 3: Significant Event – Removal, Reduction, Hauling – Woody Debris Only
Widespread or County/City Wide**

# DMS Sites	Type of Equipment	Estimated CY	Quantity of Haul Units	Mobilization time from NTP
2	Self-Loading Knucklebooms Tub Grinders Bucket Trucks DMS Support Equipment (Excavators, Dozers)	100,000 CY	20-25	24 Hours-50% 48 Hours-100%

Methodology: Using subcontractors’ and company-owned resources, TFR will provide all necessary supervision, manpower, and equipment to remove, reduce (grind and mulch) and haul woody debris to a disposal site. We will operate two debris management sites for an event of this size, which we will either locate or use government land that may be suitable for reduction activities. TFR will comply with all federal guidelines and regulations for debris management site operations.

Immediately following activation, TFR will implement an aggressive mobilization and hauling schedule. Haul trucks, bucket trucks, grinders, and support equipment will mobilize to a staging yard to begin the certification process. Next, a meeting will be held with all personnel to discuss priority routes, safety protocols, and documentation processes, and review onsite points of contact. Simultaneously, our site operations manager is constructing towers, addressing any ingress/egress issues, and reviewing the site layout plans. Finally, all bucket trucks/haul trucks have been given the green light to begin cutting and hauling operations.

TFR Spotlight
<p align="center">City of Choctaw, Oklahoma Event: 2021 Ice Storm</p> <p>TFR provided all necessary supervision, labor, and equipment to remove, reduce, haul, and dispose of 81,694 cubic yards of woody debris. TFR was onsite 24-48 hours from notice to proceed.</p>

Safety is of utmost concern at TFR and all standard safety policies and procedures, including signage, flagging, etc., will be implemented and strictly followed. Once the vegetative material reaches the DMS, it will be stockpiled, reduced, and hauled out for final disposal. If the DMS is located near occupied structures, our quieter, but slower, horizontal grinders will be utilized to reduce noise pollution. If it is a rural area, large, high-speed tub grinders will be used.

**Event Type 4: Significant Event – Removal, Reduction, Hauling, and Separating Mixed
Debris Widespread or County/City Wide**

# DMS Sites	Type of Equipment	Estimated CY	Quantity of Haul Units	Mobilization time from NTP
3	Self-Loading Knucklebooms Tub Grinders Bucket Trucks DMS Support Equipment (Excavators, Dozers)	250,000 CY	25-35	24 Hours-25% 48 Hours-50% 72 Hours-100%

Methodology: This event type is identical to Event Type 3, except that debris segregation on the right-of-way and at the debris management site will be mandatory. TFR will work with government representatives to create public service announcements and distribute literature on how to properly segregate material on the right-of-way.

Through clear communication, proper planning, the adaptability of our team, and their combined knowledge of the industry, we ensure that our clients receive the best service possible, maintain FEMA eligibility for reimbursement, and recover with minimal hindrance or delays.

Event Type 5: Catastrophic Event – Removal, Reduction, Hauling, and Separating Mixed Debris Widespread

# DMS Sites	Type of Equipment	Estimated CY	Quantity of Haul Units	Mobilization time from NTP
3-4	Self-Loading Knucklebooms Tub Grinders Bucket Trucks Bobcats DMS Support Equipment (Excavators, Dozers)	500,000- 1,000,000CY	50-75	24 Hours-25% 48 Hours-50% 72 Hours-100%

Methodology: The same operational process utilized for Event Type 4 will be utilized but in an expanded manner. This type of event has the potential to generate up to 1,000,000 cubic yards of debris. We will consult with Government officials to assess the appropriate number of haul units to have on the road. In jobs of this capacity, the contractor must ensure not to “flood” the impacted area with hauling units. This leads to traffic safety hazards, a slowdown in traffic flow, and increased lines at the debris management sites and landfills; however, TFR would estimate a need for 50-75 trucks and at minimum three debris management sites for this type of event. That said, our primary concern is meeting our client’s needs and we will bring on as many units as necessary to ensure that this occurs safely and expeditiously.

The operational plan remains the same as the scale of the disaster grows in destruction. We are confident in our capacity to maintain compliance, enforce safety regulations, and offer the necessary supervision, personnel, and equipment resources.

TFR Spotlight

Rapides Parish, Louisiana
Event: Hurricane Laura, 2020
TFR provided all necessary supervision, labor, and equipment to remove, reduce, recycle, haul, and dispose of 692,024 cubic yards of mixed debris. TFR was onsite 24 hours from notice to proceed.

Event Type 6: Catastrophic Event – Site Management -County/City Wide

# DMS Sites	Type of Equipment	Estimated CY	Quantity of Haul Units	Mobilization time from NTP
3-4	Tub Grinders DMS Support Equipment (Excavators, Dozers)	1,000,000 CY	N/A	24 Hours-25% 48 Hours-50% 72 Hours-100%

Methodology: With eight tub grinders, two horizontal grinders, and more than 200 pieces of heavy equipment, TFR can single-handedly set up, manage, operate, and close out enough debris management sites to assist the client in its recovery from the most devastating events. Our ability to mobilize owned equipment, along with equipment from a list of over 1000 subcontractors, will allow TFR to mobilize and expeditiously complete a project of any size and scope. This event may require multiple debris management sites and we're committed to providing the necessary traffic control, weighing, measuring, reduction, and recycling services simultaneously, if needed.

TFR Spotlight

Cedar Rapids, Iowa

Event: 2020 Derecho

TFR was tasked to equip, operate, and manage 8 debris management sites.

TFR managed and processed more than 3,500,000 cubic yards of debris.

Experience with FEMA Reimbursement

TFR possesses an intimate understanding of the FEMA & FHWA funding and reimbursement process. **ALL TFR CLIENTS HAVE RECEIVED 100% OF THEIR ELIGIBLE REIMBURSEMENT. TFR HAS NEVER HAD A SINGLE DOLLAR DEOBLIGATED BY FEMA or the FHWA.** We understand that our client's reimbursement is directly correlated to their ability to pay TFR and we work with our clients to ensure this process is as fast and efficient as possible.

TFR personnel have conducted over 450+ federally funded projects and have gained invaluable experience and familiarity with the FEMA recording and reimbursement process conducted under the federal *Public Assistance Program*. With no turnover in our key personnel for the past ten (10) years, our employees have been working as a cohesive team to confront FEMA issues and ensure the reimbursement of our clients for 34 years. Sharon Lyell, our operations manager, in conjunction with Tiffany Jean, contract manager, leads our *FEMA Compliance Team* in all disaster-related projects. Our *FEMA Compliance Team* is deeply vetted in FEMA management and operational styles, and **NEVER** has TFR, or its officers, had a disputed claim for FEMA reimbursement. These individuals are familiar with and aware of the federal guidelines for independence in accountability and reporting as well as recognizing that it cannot perform or assume the sovereign duties of the government officials. However, this does not preclude TFR from offering guidance to aid our clients in complying with the federal *Public Assistance Program*.

FEMA Compliance Team Spotlight

FEMA Training Courses

Independent Study Course Codes:

1,5,10,11,15,18,19,20,21,27,29,30,35,37,42,45,60,61,62,63,64,66,75,100,101,102,103,107,120,130,144,156,158,162,200,200.C,201,212,215,216,230,235,240,241,242,244,245,253,271,279,289,293,302,315,317,321,322,323,324,325,326,559,632,633,650,660,700,700.B,703,706,727,772,800,815,904,905,906,907,908,909,913,915,916,1000,1001,1004,1013,1150, and 2200.



Recent Performance on Major Disaster Declarations

Year	Client	Major Disaster Declaration
2023	Florida Department of Transportation	Florida Hurricane Idalia, DR-4734-FL
2023	Florida Department of Environmental Protection	Florida Hurricane Idalia, DR-4734-FL
2023	City of Jacksonville	Arkansas Severe Storms and Tornadoes DR-4698-AR
2023	City of Round Rock City of Leander City of Cedar Park City of Lago Vista City of Sunset Valley Williamson County	Texas Severe Winter Storm, DR-4705-TX
2022	Florida Department of Environmental Protection City of Lake Mary Lake County State College of Florida Manatee Florida Southwestern State College Florida DOT- District 02	Florida Hurricane Ian, DR-4673-FL
2021	City of Bogalusa Town of Madisonville Village of Folsom	Louisiana Hurricane Ida, DR-4611-LA
2021	Kentucky Transportation Cabinet Boyd County	Kentucky Severe Winter Storms, Landslides, and Mudslides, DR-4592-KY
2020	City of Choctaw Oklahoma City City of Enid City of Blanchard City of Norman	Oklahoma Severe Winter Storm, DR-4575-OK

TFR has had an initiative-taking approach to debris cleanup since Hurricane Andrew (DR-955-FL) in 1992. Implementing a comprehensive, efficient debris management plan that keeps operational flexibility to solve problems as they arise is critical to the project's success and our client's receipt of full FEMA reimbursement. After developing a debris management strategy, we strongly advise submitting it to FEMA for approval, which will alleviate any anxiety about FEMA acceptance following a disaster event.

Documentation Process, Procedures, and Data Management System

TFR Enterprises, Inc. has developed a Disaster Debris Data Management System (DDD) used for creating, gathering, managing, and retaining all project information for all stakeholders involved in each debris mission. This disaster-specific debris management system includes documents, processes, and procedures that ensure accurate and timely invoices, subcontractor payments, and client reimbursement. These processes are specific to FEMA documentation compliance and employ quality controls to ensure accuracy with a goal of zero defects.

Material Tracking and Quantification

There are three critical data management forms used for material tracking and quantification:

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2. Load tickets for quantifying the right-of-way Debris Collection
3. Unit tickets for documenting Hazardous Leaners and Hangers (tree trimming and removal)

A truck certification form is a form used at the beginning of the project that documents all hauling units and their precise measurements calculated and recorded in unit measure Cubic Yards. The client or its contracted monitoring company performs this certification. This critical record at the beginning of operations records all truck-specific information, including assigning a unique truck number or unit number sometimes referred to as a placard number, the truck owner or subcontractor contact information, legal state vehicle registration, and measured capacity in cubic yards. Proof of liability insurance for that specific vehicle is also validated at this time. Some of this information is then transferred to a placard and affixed onto each haul unit identifying 3 key items: Truck number, the Measured Capacity of the unit, and the Contract Name (Applicant/Client). These placards are then used by the monitors to document the hauling operations onto haul tickets. TFR scans the certification along with the photographs of each unit and driver information for that vehicle into our DDD system and it is downloaded into our database.

When documenting the right of way debris removal operations, and Hazardous Leaners and Hangers there are two different methods for capturing and documenting the unit data of the work being performed in the field: **hand-written paper tickets or ADMS (Automated Data Management System)** tickets using handheld units such as smartphones or tablets. Both methods are provided by either the client's personnel, if self-monitoring the project, or by monitoring company personnel selected and hired by the client. Load tickets allow all applicants or recipients to document billable activities accurately during the debris mission and are submitted to FEMA as required documentation. The following data is collected on the paper haul tickets:

Ticket number
Load Date
Load Time
Material Type
Pickup location or origin or GPS
Contractor Name
Truck number
Driver Name
Certified Capacity of Truck
Load Call % (if applicable)

Net Cubic Yards Delivered (CY or Tons)
Destination of Material
Landfill Disposal ticket number (if applicable)
Monitor Name and Signature

Similar information is collected on the Hazardous Leaner/Hanger tickets but includes Tree, Stump, or Hanger Qty and Diameter instead of truck capacity and load call and must include GPS coordinates and be accompanied by before and after photo representation.

ADMS Technology (Automated Data Management Systems) is an electronic means of capturing data on all operations in the field. ADMS technology uses handheld units such as smartphones, tablets, or other portable hardware. The field monitors capture all pertinent data with these devices including date, time, truck number, capacity, debris type, and pick-up location (with GPS coordinates), and these units typically can take photographs documenting the operations.

Load quantities will be verified and "scored" or "called" by tower monitors at DMS or final destination sites. Once the official call is recorded onto the "open" load ticket, and a validation signature is executed by the tower monitor, the ticket is "closed" and carbon copies of the ticket are distributed as follows: one copy to the truck driver, one copy to the TFR Enterprises, Inc Project manager, two copies to the monitoring firm (one for monitor and one for client). Having 5-part tickets ensures that proper reconciliation is done between the Prime Contractor, Sub-contractors (if any), the monitoring company, and the Client to maintain the integrity of the processes and to follow FEMA guidelines.

TFR Data Processing. All recorded load tickets are scanned every day at our field office and downloaded into our debris database. Quality control procedures are completed on the data to ensure no duplicate tickets are entered and each ticket line is checked through programming to ensure that the measured capacity of the trucks, from the truck certifications, is correct on each ticket. The data is then reconciled with each of our subcontractor invoices to ensure data matches and is approved through our debris data management system. This process is only used with the hand-written paper ticket method, it is eliminated when an ADMS system is utilized. These procedures incorporate multiple types of billing items to include several units of measure such as "Cubic Yard", and "Ton" for right-of-way hauling items such as vegetative, C&D, sand, water-way debris removal, a unit of measure "each" for hazardous tree removal, hazardous hanging limbs (hanger), white goods, e-waste, vessels, abandoned vehicles, etc.) as well as "Hours/Days" for emergency debris clearance or 72-hour push. These items are the basis for customer invoicing as well as subcontractor payments.

Customer Invoicing. TFR will invoice using this data per the contract's applicable invoicing cycles: weekly, bi-weekly, monthly, etc.). TFR will not invoice for duplicate tickets or debris collected off the designated right-of-way. If a duplicate ticket is invoiced, TFR will immediately revise and resubmit the invoice. These procedures adhere to FEMA and FHWA guidelines and Record Retention and Access (2 C.F.R. 200.333-337) regulations and will maintain records for a minimum of seven years (TFR exceeds these guidelines and retains these records for 10 years). These processes are well-vetted, have been improved upon over the last 34 years, and ultimately streamline our subcontractor invoice approval and payment process as well as increase the speed and accuracy of our reconciliation and invoicing to the Client. Each invoice will be accompanied by Excel spreadsheets exported from our debris data management system and will include all pertinent data from each load ticket from the period of each invoice and will comply with FEMA guidelines for reimbursement.

Subcontractor Data Management and Weekly Payments

The above-described data management processes are used for managing subcontractor data. TFR's typical workweek is Monday through Sunday unless specified otherwise by contract. Sub-contractors email weekly invoices to TFR's Project Administration team the week following the workweek for reconciliation. Reconciliation is done quickly using TFR's debris data management system and any discrepancies are sent to the subcontractor until completely reconciled. Payment for each week is made the second Friday after the workweek ends. The TFR Project Administration team sends a weekly Partial Payment and Release to the sub-contractors for signature before payment is made. This Payment release is accompanied by a spreadsheet that includes all tickets that are included in that week's payment. The subcontractor's signature on the release warrants four critical items:

- a) Covenants and warrants that all labor, materials, equipment, services, and other items, including without limitation, all payroll, sales, and privilege taxes furnished under the above subcontract or purchase order(s) have been paid for, and
- b) Releases TFR Enterprises, Inc., Project Owner, and Project Prime Contractor from all claims whatsoever arising out of or relating to the subcontract or purchase order, and
- c) Waives any lien rights concerning the project to the extent of payments received and,
- d) Agrees to indemnify TFR Enterprises, Inc., Project Owner, and Project Prime Contractor against any claim or lien asserted through or under the undersigned concerning the project.

TFR Enterprises, Inc., has prepared and submitted invoices with backup documentation for, received payments of over \$240,000,000 over the past 5 years, and made subcontractor payments of over \$125,000,000 on more than 100 municipal FEMA-reimbursed disaster debris management contracts. TFR's extensive FEMA experience, thorough understanding of FEMA guidelines and procedures, and reporting and payment processes allow for successful reimbursement to our customers. TFR's thoroughly vetted data management system results in the successful completion of FEMA reimbursements and audits.

Pre-Event Assistance - TFR can guide the development of debris management plans. Coordinate annual readiness (kick-off) meetings after the award. Assist in locating and pre-approving temporary debris management sites with the appropriate authorities (i.e., Department of Environmental Quality, etc.)

Post-Event Assistance - Provide guidance and assistance with debris volume assessments post-storm. Attend kickoff meetings and subsequent meetings. Provide daily progress reports. Assist with Public Announcements. Provide client-requested reports. Keep in constant communication with the client on all debris operations and provide supporting data for FEMA reimbursement.

Ability to Manage Multiple Contracts

TFR is capable of executing multiple contract activations within one or more regions because our team brings:

- An experienced Prime who has successfully completed 450+ FEMA funded debris removal contracts and procured more than \$2B in contingency contracts.
- Management processes proven on disaster events.
- Central oversight by experienced Operations staff and empowered project delivery teams.
- Prime Subcontractors who are committed and proven responders.
- Nationwide partners for personnel and equipment/trucking resources, along with a commitment to utilization of local and disadvantaged business enterprises as much as possible.

The primary execution and staffing options are:

- The TFR team self-performs using in-house resources.
- The TFR team plus additional local/regional subcontractors perform the task order.

The selected option is based upon a number of factors, including cost and availability of local technical resources with relevant skill and experience to successfully accomplish contractual requirements. Regardless of the execution strategy, the managing staff will come from the TFR team and strictly follow our proven management processes and procedures.

Our management approach to execute multiple contract activations is based on the following:

Single Point of Contact	The operations manager will serve as single point of contact, ensuring a clear and direct communication channel. For simultaneous projects, multiple sectors, or when needed, sites will have either an operations or project/site manager.
Clear Roles and Responsibilities	The operations manager will select the project and site managers, as needed, depending on project scope. All support staff, subcontractors, and crews will report to the site manager. Our team has a large pool of assets that ensure we can readily provide the correct mix of labor, equipment, and materials for every project. The project manager will be responsible for staffing, subcontractors, budget, schedule, technical, and quality aspects of the task order assigned.
Proactive Corporate Leadership	Working with our overall Program Manager, our operations manager will monitor team performance and ensure resource availability and client satisfaction. We're committed to ensuring appropriate resources for all projects.
Cohesive Team	Our combined team is accustomed to working at multiple locations and coordinating within the team, as well as with local government, regulatory, and state agencies. The site manager will be responsible for coordinating with the technical staff for scheduling and deliverables. All personnel will be linked by our robust communication system/tools to ensure seamless delivery of services.
Access to Vast Reach-Back Capabilities	TFR has a database of 1,000+ previously employed subcontractors and hundreds of equipment dealerships throughout the US. Our operations manager will coordinate access to these vast resources in coordination with our project managers.

MANAGING MULTIPLE CONTRACTS IN 2020

Iowa

5,196,679

Cubic Yards

Derecho (17) Jurisdictions

Louisiana

3,802,802

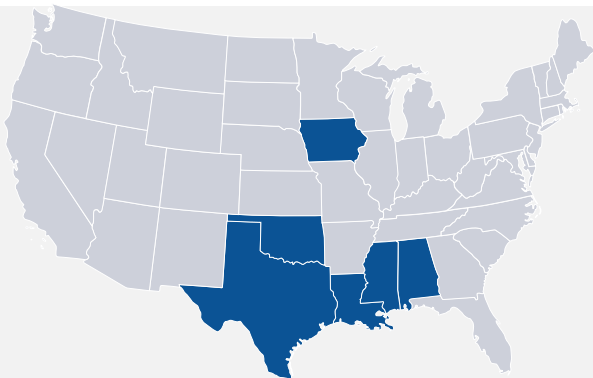
Cubic Yards

Hurricane Laura (27) Jurisdictions

Additional States

Oklahoma	850,796 CY
Alabama	384,819 CY
Mississippi	65,000 CY
Texas	60,000 CY

Geographic Performance



2020 Season Summary

10,360,096 Cubic Yards Managed

\$76,000,000 Revenue

Subs

74 Companies Subcontracted

Units

Certified 1,350 Pieces of Equipment

DMS

Operated, Remediated, and Closed out 67 Debris Management Sites

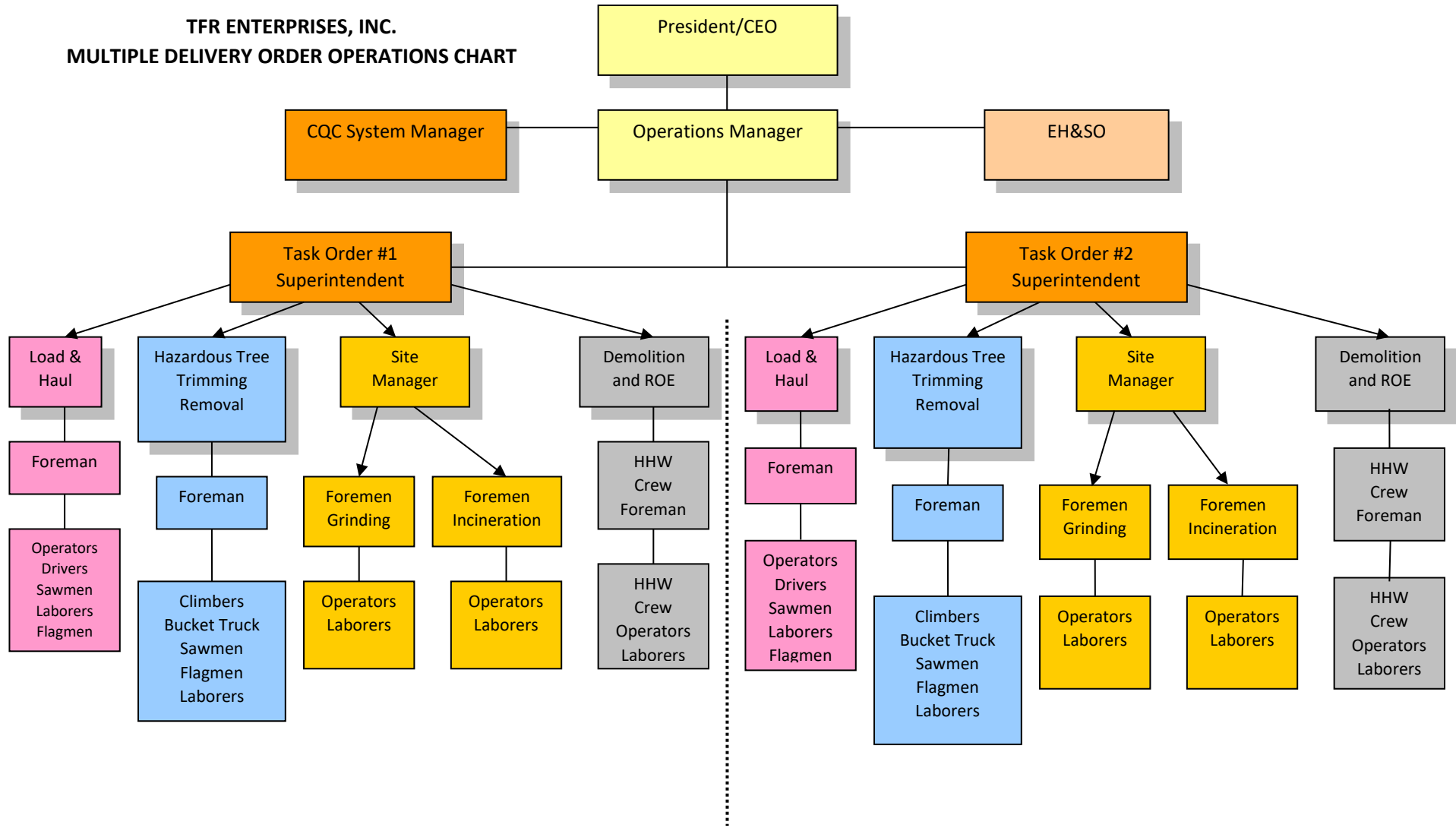
Additional Disaster Experience Managing Multiple Contracts

Year	Disaster Events	Contract Activations	Volume	Hazardous Trees	Contract Value
Aug-19	Hurricane Dorian	6	200,000 CY 221 Cut & Toss Hours	1,000	\$ 434,927.00
Aug-18	Hurricane Michael	3	198,800 CY 71,500 Operator & Equipment Hours	0	\$ 13,806,189.00
Aug-18	Hurricane Florence	13	166,000 CY 1,066 Daily Rate for Equipment & Operator 206 (4 Men Crews)	0	\$ 7,936,486.00
Mar-18	California Floods	2	58,420	0	\$ 8,630,020.00
Sep-17	Hurricane Maria	1	495,000 CY	39,411	\$ 35,404,180.00
Aug-17	Hurricane Irma	9	902,000 CY	39,748	\$ 31,927,010.00
Aug-17	Hurricane Harvey	9	416,000 CY	1,000	\$ 6,402,517.54
Sep-16	Hurricane Matthew	5	300,000 CY	75,000	\$17,889,818.00

Client Testimonial

“Battling a global pandemic environment, inclement winter weather, while also responding to multiple hurricanes that impacted other areas of the country during 2020, TFR has successfully aided the State of Iowa in grinding and disposing of more than 1.6 million cubic yards of vegetative debris in less than six months” Jordan Moser, Iowa Department of Homeland Security

TFR ENTERPRISES, INC.
MULTIPLE DELIVERY ORDER OPERATIONS CHART



Proposed Subcontractors

TFR Enterprises, Inc. maintains a current, constantly updated database of subcontractors by location, classification, equipment resources, and capability. The working relationship with this reservoir of close-knit subcontractors has been so successful that a majority of them, following a disaster event, will not offer their services to, or accept an offer from, another contractor until first consulting with TFR’s management personnel as to their subcontracting needs. A network of communication and contact of these subcontractors in the event of a disaster has been divided among the TFR management team in advance, which has enabled the company to contact, activate, and mobilize as many as 630 pieces of equipment in 30 days as the company did following Hurricane Laura in 2020. These subcontractors are considered as much a part of the disaster response team as are the full-time employees of TFR.

Local and Disadvantaged Business Subcontracting

At TFR, we firmly believe that local contractors provide the most cost-effective measure to complete the contract requirements while aiding the local economy after the impact of a disaster. TFR plans to utilize local subcontractors to the extent to which they are available and properly licensed. TFR shall exhaust any avenues to obtain qualified local subcontractors to meet the needs of the community while infusing the local economy with needed revenue. As such, TFR is committed to identifying the local subcontractors qualified and prepared to support the community on the path to recovery.

During the past three (3) decades, TFR has actively promoted the participation of Small Business Enterprises (SBE), Disadvantaged Business Enterprises (DBE), Women-Owned Business Enterprises (WBE), Minority-Owned Business Enterprises (MBE), and Veteran-Owned Business Enterprises (VBE), in the performance of disaster-related debris removal projects. Born from a small tree service company in 1954, TFR was a long-time small business-enabled firm working in Memphis, Tennessee. Renamed TFR and incorporated in 1989, owner, Tipton Rowland, considers this sector of the industry to be a vital and reliable source of debris management resources recalling his days as a small business owner himself. As such, TFR executives are directly involved in the achievement of SBE’s and DBE’s plans and goals by the project.

Proposed Major Subcontractor




- 35 years of proven disaster debris removal and management experience
- Over 200 units of company-owned specialized equipment including knuckle boom trucks, heavy haulers, dump trucks, bunkhouses, airboats, barges, skid steers, dozers, excavators, loaders, skidders, and tree cutters.
- Owner and key employees certified in tree removal/chainsaw management by the Missouri Forestry Department
- Partnered on more than 50 projects with TFR, over the last 20 years.

Recent Projects Completed with TFR:

- Hamilton County, FL
- Jacksonville, AR
- City of Cedar Park, TX
- Hancock County, MS
- City of Choctaw, OK
- City of Enid, OK
- City of Blanchard, OK
- City of Norman, OK
- City of Citronelle, AL
- Alabama DOT, Dallas County
- City of Robertsdale, AL
- Rapides Parish, LA

Timberline Trading is a leading subcontractor in the disaster debris removal industry. Thirty-five years of experience has allowed the team at Timberline to master the skills and FEMA knowledge necessary to

complete any size debris mission. Timberline’s tenured management team gives them added ability to manage a wide range of disaster response services. With more than 200 pieces of specialty equipment, Timberline can respond immediately to all emergencies. Company-owned bunkhouses and generators allow Team Timberline to respond to devastated areas where housing or electricity is not available. Timberline has been a major subcontractor for TFR since 1995.

Proposed Major DBE Subcontractor		
	<ul style="list-style-type: none"> • Women-Owned Business (WBE) • Incorporated in 2013 • Principles hold Florida & California Contractors License • Owner and Principles have more than 25 years of combined experience in Disaster Response, Debris Removal, and Hazardous Tree Removal Services • Partnered on 7 projects with TFR, over the last 8 years. 	<p>Recent Projects Completed with TFR:</p> <ul style="list-style-type: none"> • Suwannee County, FL • Hardin County, TN • City of Leader, TX • FDEP- Highland Hammock State Park • Kentucky Transportation Cabinet, KY • Oklahoma City Parks, OK • City of Corpus Christi, TX • Texas DOT, Montague County • Louisiana DOT, Cameron Parish • Tyndall Airforce Base, FL

Lyellco, Inc. is a family-owned tree trimming and disaster response company incorporated in 2013 as a small woman-owned business. Lyellco owns 27 pieces of equipment and has performed more than 20 federal and state contracts nationwide, responding to hurricanes, tornados, ice storms, floods, and more. Lyellco strives for the safety of its employees and the communities affected and operates according to FEMA rules and regulations.

The following list is just a few of our available DBE Partners:

DBE Partners	State	Type	Services
Ayleen Trash Hauling Services, Inc.	FL	SBE/MBE	Hauling Services, Hazardous Tree Removal
CSA Land Clearing	FL	DBE	Site Management
Florida Developers of Tallahassee	FL	DBE	Site Management
Gulf Coast Environmental Contractors	FL	WBE	Hazardous Tree Removal
Payne's Environmental Services, LLC	FL	MBE/VBE	Hazardous Tree Removal
Prism Lighting Services	FL	SBE	Temporary Lighting
YG Construction, Inc.	FL	MBE	Temporary Fencing
Cabildo Services	LA	DBE	Temporary Staffing
Disaster Recovery Group and Tree, Inc.	NC	DBE	Hauling Services, Hazardous Tree Removal
Action-Roll Offs, Inc.	TX	DBE	Hauling Services
Eggemeyer Land Clearing, LLC	TX	DBE	Hauling Services, Site Management
Highway Barricades and Services, Inc.	TX	DBE	Safety Supplies
Lyellco	TX	WBE	Hauling Services, Hazardous Tree Removal



TFR Enterprises, Inc
Tipton F. Rowland
601 Leander Drive
Leander, Texas 78641

Re: Letter of Commitment/Timely Payments

Please accept this letter as our interest to assist TFR Enterprises, Inc by offering to make our services available in the event they are activated for Disaster Debris/Hazardous Tree Removal Services during the term of the contract.

Timberline has worked for TFR Enterprises, Inc since 1996 and **has always been paid on time.**

Timberline's roles and responsibilities will support TFR as a subcontractor providing labor and equipment services for this contract to include:

- Vegetative Debris Removal
- C&D Debris Removal
- Hazardous Tree Removal

Company Information:
Timberline Trading, Inc
Michael Dotson
PO BOX 643
Lathrop, MO 64429
FEIN: 43-1695748

I, Michael Dotson, am authorized to sign for and legally bind Timberline Trading, Inc., and have full authority to commit any of our company's resources necessary to successfully perform this contract. Should you need additional information please contact me at (816) 564-1761.

Sincerely,

Michael Dotson

Michael Dotson
Owner/CEO



www.lyellco.com

sharon@lyellco.com

Office (512)576-3000

TFR Enterprises, Inc
Tipton F. Rowland
601 Leander Drive
Leander, Texas 78641

Re: Subcontractor Letter of Commitment

Dear Mr. Rowland,

Please accept this letter as our interest to assist TFR Enterprises, Inc by offering to make our services available in the event they are activated for Disaster Debris/Hazardous Tree Removal Services during the term of the contract.

Lyellco's roles and responsibilities will support TFR as a subcontractor providing labor and equipment services for this contract to include:

- ROW Vegetative Debris Removal
- ROW C&D Debris Removal
- Hazardous Tree Removal

Company Information:

Lyellco, Inc
Levi Lyell
7503 White Oak
Lago Vista, Texas 78645
FEIN: 463383578

Woman-Owned Small Business

Levi Lyell is authorized to sign for and legally bind Lyellco Inc. and has the full authority to commit any of our company's resources necessary to successfully perform this contract. Should you need additional information please contact me at (512) 698-9812.

Sincerely,

A handwritten signature in blue ink that reads "Levi Lyell".

Levi Lyell
Vice President

7503 White Oak Drive, Lago Vista, TX 7845

Snapshot of Equipment

Description	Company Owned	Subcontractor Owned
Tub Grinder (Diamond Z- 1000HP)	6	12
Horizontal Grinder	2	5
Stump Grinder	2	30+
Excavators	12	37
Wheel Loaders	4	46
Track Loaders	3	64
Bulldozers	17	16
Air Curtain Incinerator	4	10
Skid Steer	4	100+
Self-Loading/Knuckleboom Trucks	56	300+
Pup-Trailers	45	100+
Truck Tractor	7	500+
Walking Floor Trailers	7	100+
Low Boy Trailers	4	18
Service Trailers	5	8
Flat Bed Trailers	6	100+
Bucket Trucks	19	100+
Service Trucks/ Foreman Vehicles	14	50+
Office Trailers	5	50+
Light Towers	2	50+
Air Compressor	2	75+
Turf Rake	1	10+
Power Screen	2	10+
Water Truck	2	10+

ATTACHMENT 1 – TIME AND MATERIAL RATE FORM

The undersigned, as proposer, does hereby declare that he/she has read the Request for Proposal, Scope of Services, General Instructions, Bid Form and Required and Optional Forms, any addenda that may have been issued, and any other documentation required for RFP_2024_003, Disaster Debris Removal and Disposal Services. No work is guaranteed under this Contract. It is contingency based and will depend on how much damage is generated by the event. The Proposer with the lowest responsive, responsible proposed total will be awarded the most points in this category.

First 72 Hours – Hourly Fee Schedule

All equipment rates below include operator, fuel, maintenance costs, etc.

EQUIPMENT	HOURLY RATE
Chainsaw (predominate use: cut and toss)	\$ 60.00
John Deere 544 or equivalent (predominate use: cut and toss)	\$ 155.00
Heavy Transport (predominate use: cut and toss)	\$ 115.00
Pickup Truck with Supervisor (predominate use: cut and toss)	\$ 75.00
Electrical Bucket Truck with Lineman (predominate use: cut & toss)	\$ 175.00
CAT D-3 Dozer or Equivalent	\$ 130.00
CAT D-6 Dozer or Equivalent	\$ 150.00
Tractor with Box Blade	\$ 140.00
Tractor with Bush Hog	\$ 165.00
Rubber Tire Backhoe	\$ 150.00
Motor Grader	\$ 165.00
30 Ton Crane	\$ 240.00
Mechanized Broom	\$ 130.00
5-14 Cubic Yard Dump Truck	\$ 170.00
15-24 Cubic Yard Dump Truck	\$ 175.00
25-34 Cubic Yard Dump Truck	\$ 185.00
100 Cubic Yard Trailer w/Tractor	\$ 190.00
12 Ton Lowboy w/Tractor	\$ 140.00
50 Ton Lowboy w/Tractor	\$ 155.00
Trackhoe, 490 or Equivalent	\$ 165.00
Other (please specify) Stump Grinder	\$ 140.00
Other (please specify) Tub Grinder	\$ 475.00
Other (please specify)	\$
Other (please specify)	\$
Other (please specify)	\$
PERSONNEL	HOURLY RATE
Field Project Foreman	\$ 85.00
Laborer	\$ 55.00
Traffic Control Flagman	\$ 55.00
Other (please specify)	\$
Other (please specify)	\$
Other (please specify)	\$

Proposed prices shall be firm for the Contract period.

Name of Business: TFR Enterprises, Inc.

Contact Person: Tipton F. Rowland

Date: 06/11/2024

Authorized Signature: 

ATTACHMENT 2 – COST PROPOSAL

The undersigned, as proposer, does hereby declare that he/she has read the Request for Proposal, Scope of Services, General Instructions, Bid Form and Required and Optional Forms, any addenda that may have been issued, and any other documentation required for RFP_2024_003, Disaster Debris Removal and Disposal Services. No work is guaranteed under this Contract. It is contingency based and will depend on how much damage is generated by the event. The Proposer with the lowest responsive, responsible proposed total will be awarded the most points in this category.

ITEM NO.	DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT COST	EXTENDED COST
1	Load eligible veg. debris from Public ROW's and haul to temp. storage and reduction site (0 to < 15 miles)	Cubic Yard	480,000	6.50	3,120,000.00
2	Load eligible veg. debris from Public ROW's and haul to temp. storage and reduction site (15 miles to < 30 miles)	Cubic Yard	210,000	6.75	1,417,500.00
3	Load eligible veg. debris from Public ROW's and haul to temp. storage and reduction site (30 miles to < 75 miles)	Cubic Yard	80,000	8.00	640,000.00
4	Load eligible veg. debris from Public ROW's and haul to temp. storage and reduction site (75 miles to 100 miles)	Cubic Yard	80,000	11.50	920,000.00
5	Load eligible C&D debris from Public ROW's and haul to directed location (0 to < 15 miles)	Cubic Yard	120,000	7.50	900,000.00
6	Load eligible C&D debris from Public ROW's and haul to directed location (15 miles to < 30 miles)	Cubic Yard	120,000	7.75	930,000.00
7	Load eligible C&D debris from Public ROW's and haul to directed location (30 miles to < 75 miles)	Cubic Yard	80,000	9.00	720,000.00
8	Load eligible C&D debris from Public ROW's and haul to directed location (75 miles to 100 miles)	Cubic Yard	80,000	12.50	1,000,000.00
9	Reduce Vegetative debris by air curtain incineration	Cubic Yard	320,000	1.00	320,000.00
10	Reduce Vegetative debris by grinding/chipping	Cubic Yard	480,000	1.75	840,000.00
11	Load, Haul, and Dispose of TDS material to an approved permanent disposal site (0 to < 30 miles)	Cubic Yard	80,000	9.50	760,000.00
12	Load, Haul, and Dispose of TDS material to an approved permanent disposal site	Cubic Yard	80,000	6.50	520,000.00

	(30 miles to < 75 miles)				
13	Load, Haul, and Dispose of TDS material to an approved permanent disposal site (75 miles to 100 miles)	Cubic Yard	80,000	8.50	680,000.00
14	Management of TDS (See Notes Below)	Cubic Yard	800,000	2.00	1,600,000.00
15	Extract hazardous stumps (FEMA Definition): 24.01" < 36" in diameter. Place fill dirt and seed. Haul to TDS	Each	80	275.00	22,000.00
16	Extract hazardous stumps (FEMA Definition): 36.01" < 48 in diameter. Place fill dirt and seed. Haul to TDS	Each	80	375.00	30,000.00
17	Extract hazardous stumps (FEMA Definition): 48.01" < in diameter. Place fill dirt and seed. Haul to TDS	Each	80	495.00	39,600.00
18	Collect, haul and dispose of Putrescent Debris	Pound	8,000	2.00	16,000.00
19	Removal, hauling and disposal of White Goods	Each	100	35.00	3,500.00
20	Freon Management of White Goods	Each	50	45.00	2,250.00
21	Removal, hauling and disposal of Household Hazardous Waste	Pound	5,000	2.00	10,000.00
22	Removal, hauling and disposal of lawnmowers and equipment with small motors (a type of White Goods)	Each	100	20.00	2,000.00
23	Removal, hauling and disposal of abandoned tires (a type of Household Hazardous Waste)	Each	100	20.00	2,000.00


Total (Items 1 – 23 above): \$ 14,494,850.00

Amount Written in Words: Fourteen million, four-hundred ninety-four thousand, eight-hundred fifty dollars and 0/100.

Name of Business: TFR Enterprises, Inc.

Contact Person: Tipton F. Rowland

Date: 06/12/2024

Authorized Signature: 

Tab 4. DBE/SBE/MBE/WBE Certifications

1/30/23, 7:14 AM

CMBL/HUB Vendor Detail

CMBL/HUB Vendor Detail	
Vendor ID / Vendor Number	1463383578100 / 509129
Vendor Name	Lyellco Inc
Vendor Address	7503 White Oak Drive Lago Vista, TX 78645 USA
County	TRAVIS
Contact	Sharon Lyell
Phone/Fax	512-576-3000 /
Email Address	sharon@lyellco.com
Website	http://www.lyellco.com
Business Description	Tree trimming & removal, lot cleaning, debris hauling and bobcat services.
Business Category	<u>Building Construction, Including General Contractors And Operative Builders (02)</u>
Small Business	<u>Y</u>
Service Disabled Veteran	<u>No</u>
CMBL Status	<u>Inactive (N -Not on CMBL)</u>
HUB Status	<u>Active Bidder (A-Approved; Active Texas certified HUB)</u>
HUB Expires	27-JAN-2027
HUB Eligibility	<u>WQ (American Woman)</u>
HUB Gender	<u>E</u>
Commodity items shown above are available for district(s) 1,2,3,4,5,6,7,8,9,10,11,12,13,14,15,16,17,18,19,20,21,22,23,24,25	

<https://mycpa.cpa.state.tx.us/tpasscmbsearch/tpasscmbsearch.do#>

1/1

PROPOSAL SIGNATURE FORM

The undersigned attests the authority to submit this proposal and to bind the proposer herein named to fully perform in accordance with the Request for Proposals (the "RFP"), if the proposer is awarded a contract by the County. The undersigned further certifies they have read the entire RFP package, and any other documentation relating to the RFP, and that this proposal is submitted with full knowledge and understanding of the requirements contained therein.

Proposer is an (please check one):

INDIVIDUAL	<input type="checkbox"/>
PARTNERSHIP	<input type="checkbox"/>
CORPORATION	<input checked="" type="checkbox"/>
JOINT VENTURE	<input type="checkbox"/>
LLC	<input type="checkbox"/>

Name: TFR Enterprises, Inc.

Primary Office Address: 601 Leander Dr.


City, State, Zip: Leander, TX 78641

Address (Servicing Levy County if Different from Above): _____

Email Address: tiffany@tfrinc.com

Name/Title of Levy County Rep: Tipton F. Rowland

Telephone: 512-260-3322 Fax: 512-528-1942

Signature:  Date: 06/11/2024

Is Proposer a small or minority business, women's business enterprise, or labor surplus area firm?
 Yes No (Check which is applicable)

Cost/Fee Proposal (attached) Yes No

Addenda are considered a binding part of the RFP and it is critical each proposer acknowledge receipt of same. Your proposal may be considered non-responsive if receipt of addendum is not acknowledged below.

Receipt of Addenda Acknowledged:

Addendum No. <u>1</u>	Dated <u>05/31/2024</u>	Signature <u></u>
Addendum No. <u>2</u>	Dated <u>05/31/2024</u>	Signature <u></u>
Addendum No. <u>3</u>	Dated <u>06/06/2024</u>	Signature <u></u>
Addendum No. <u>4</u>	Dated <u>06/10/2024</u>	Signature <u></u>

Financial Stability

Since the company's incorporation in 1989, TFR has completed over 450+ federally funded debris removal contracts in its 34-year history. From a dedicated owner to experienced staff, TFR offers not only the knowledge to perform any size job, but also the financial flexibility to complete multiple large-scale projects simultaneously. This was exemplified during the 2023 storm seasons in which TFR performed 22 debris missions across 9 states totaling more than \$65 Million in revenue and 3,500,000 cubic yards of debris.

With such large-scale performance across an enormous geographical area, a company must retain the financial flexibility and strength to pay subcontractors, suppliers, and employees on time, every week.

"TFR Enterprises Inc. as well as the principle's Tipton and Julie Rowland, have been an excellent customer of the bank for over 18 years. Currently, TFR Enterprises Inc. has a \$5,000,000.00 Revolving Line of Credit that is unfunded, and they keep considerable deposits with Prosperity Bank. The Rowland's have always performed as agreed and are a pleasure to work with." ~ Travis Freeman, Prosperity Bank Regional President

For additional information on TFR's financial capabilities, please feel free to contact Toby Miclette or Travis Freeman. Contact information is listed for your convenience and audited financial statements are available upon request.

Financial Stability Overview

- Bonding capacity \$400,000,000.00
- Line-of-credit to fund multiple projects in multiple locations.
- Completed every project it was tasked to execute and has never been terminated for default.
- Never filed for bankruptcy and has never been involved in any liens or litigation involving financial performance or subcontractor non-payment.

Contact Information

Banking:

Prosperity Bank
Travis Freeman, Regional President
25661 I-45
The Woodlands, TX 77380
P: (281) 292-6691

Bonding:

Toby Miclette
Bowen, Miclette & Britt Insurance Agency
2800 North Loop West
Suite 1100
Houston, TX 77092
P: (713) 880-7109

Insurance:

Higginbotham Insurance
Erin Woodard, Senior Account Manager
1221 S. Mopac Expressway
Suite 160
Austin, TX 78746
P: (512) 583-1543



BOWEN, MICLETTE & BRITT INSURANCE AGENCY, LLC
2800 NORTH LOOP WEST, SUITE 1100
HOUSTON, TEXAS 77092
TELEPHONE (713) 880-7100
FACSIMILE (713) 880-7149

April 5, 2024

T.F.R. Enterprises, Inc.
601 Leander Drive
Leander, Texas 78641

Re: Bonding Capacity - Prequalification

To Whom It May Concern:

We are the surety bonding agent for T.F.R. Enterprises, Inc., of Leander, Texas. In this capacity, we have become very familiar with their financial, management, and operational capabilities. T.F.R. Enterprises, Inc. is bonded through Travelers Casualty and Surety Company of America (Travelers), which has an A.M. Best Rating of A++ (Superior) with a Financial Size Category of XV (Greater than or Equal to USD 2.00 Billion). Travelers has agreed to support performance and payment bonds for single projects up to \$150 Million as long as these projects fit within a \$400 Million aggregate work program.

Please note that the decision to issue performance and payment bonds is a matter between T.F.R. Enterprises, Inc., and Travelers, and will be subject to the review and approval of the contract terms, conditions and related underwriting criteria at the time the bonds are requested. We assume no liability to third parties or to you if for any reason Travelers does not execute said bonds.

We hold T.F.R. Enterprises, Inc. in the highest possible regard and it is our pleasure and privilege to recommend them for your consideration.

Very truly yours,

BOWEN, MICLETTE & BRITT INSURANCE AGENCY, LLC

David T. Miclette
Executive Vice President

DTM / ab



PROSPERITY BANK®

Monday, January 8th, 2024

TFR Enterprises Inc.
601 Leander Dr.
Leander, TX 78646

RE: Banking Relationship with TFR Enterprises Inc.

To Whom it may Concern:

TFR Enterprises Inc. as well as the principle's Tipton and Julie Rowland, have been excellent customers of the bank for almost 20 years. TFR Enterprises Inc. has a \$5,000,000 Revolving Line of Credit that is currently unfunded. Additionally, they keep considerable deposits with Prosperity Bank. The Rowland's have always performed as agreed and are a pleasure to work with. If you have any questions, please call me at 281-465-5323.

Sincerely,

Katie Williams
Assistant Vice President



Litigation Statement

Year	Type of Action	Title of Action	TFR Enterprises, Inc. Status	Nature of Action	Status
2022	Arbitration	In the matter of Arbitration Between Core Tree Care, Inc. vs. TFR Enterprises, Inc.	Claimant	Payment Dispute- TFR withheld retainage	Settlement agreement reached – pending final paperwork
2019	Lawsuit	TFR Enterprises, Inc. vs. Florida Department of Transportation, Target Engineering Group, LLC formerly known as Target Engineering Group, Inc.	Plaintiff	Non-Payment for Services	Settled

Core Tree Care

Core Tree filed this arbitration demand seeking payment of retainage TFR rightfully withheld due to Core Tree’s failure to timely and properly perform and provide the necessary number of trucks related to certain TFR projects with the Florida Department of Transportation. TFR is permitted to withhold retainage to offset the fees and expenses incurred in connection with Core Tree’s failures, which it did. TFR is vigorously defending against this arbitration. **The parties have reached a settlement agreement whereby TFR agreed to pay Core Tree \$55,250, and the parties canceled the arbitration. TFR is awaiting final paperwork from Core Tree to send the settlement amount to Core Tree.**

Florida Department of Transportation

After repeated efforts to obtain payment for Monitoring-firm issued and signed tickets for a debris removal job contracted by the Florida Department of Transportation, TFR was forced to file suit to protect the interests of its local subcontractors, the Company, and other vendors. Despite repeated requests by TFR to amicably resolve this matter, FDOT provided no reasonable grounds for refusing payment (all payments were for work authorized and completed as evidenced by signed debris tickets or other comparable support). TFR spent almost two years negotiating with FDOT to resolve the nonpayment without the need for formal legal proceedings. TFR only undertook formal legal action after exhausting all other avenues failed and when FDOT refused to resolve this matter in good faith. **Settled.**

Ron DeSantis, Governor



Melanie S. Griffin, Secretary



**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

CONSTRUCTION INDUSTRY LICENSING BOARD

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

LYELL, SHARON G

T.F.R., INC. OF TEXAS
601 LEANDER DRIVE
LEANDER TX 78641

LICENSE NUMBER: CRC1332507

EXPIRATION DATE: AUGUST 31, 2024

Always verify licenses online at MyFloridaLicense.com



Do not alter this document in any form.

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

State of Florida

Department of State

I certify from the records of this office that T.F.R., INC. OF TEXAS is a Tennessee corporation authorized to transact business in the State of Florida, qualified on September 10, 2002.


The document number of this corporation is F02000004640.

I further certify that said corporation has paid all fees due this office through December 31, 2024, that its most recent annual report/uniform business report was filed on February 2, 2024, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Twenty-sixth day of February,
2024*




Secretary of State

Tracking Number: 4093072576CU

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

DRUG FREE WORKPLACE FORM

DRUG-FREE WORKPLACE: Levy County is a Drug-Free Workplace. It is strongly suggested that the attached Drug-Free Workplace Form be signed and returned to this office with the proposal.

The undersigned Proposer in accordance with Section 287.087, Florida Statutes, hereby certifies that the Proposer TFR Enterprises, Inc. (name of firm or individual) does:

1. Publish a statement notifying employees that the unlawful manufacture, distributions, 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 maintain 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 under bid 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 893 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.

NAME OF PROPOSER:

TFR Enterprises, Inc.

Signature: _____

Title: CEO

Date: 06/11/2024

NON-COLLUSION AFFIDAVIT

I, Tipton F. Rowland of the County of Williamson

According to law on my oath, and under penalty of perjury, depose and say that:

1. I am CEO of the firm of TFR Enterprises, Inc. providing this proposal in response to the RFP for State Lobbyists Services, and that I executed the said proposal with full authority to do so.
2. This response has been arrived at independently without collusion, consultation, communication or agreement for the purpose of restricting competition, as to any matter relating to qualifications or responses of any other responder or with any competitor; and no attempt has been made or will be made by the responder to induce any other person, partnership or corporation to submit, or not to submit, a response for the purpose of restricting competition;
3. The statements contained in this affidavit are true and correct, and made with full knowledge that Levy County relies upon the truth of the statements contained in this affidavit in awarding any contract for any services resulting from this RFP.

06/11/2024

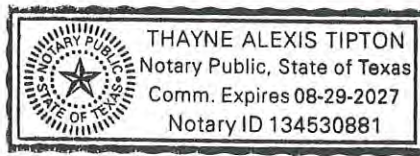
Signature of Proposer Representative

Date

STATE OF: Texas

COUNTY OF: Williamson

Sworn to (or affirmed) and subscribed before me by means of physical presence or online notarization, this 11 day of June, 20 24, by Tipton F. Rowland (name), as CEO (title) for TFR Enterprises, Inc. (name of proposer). Personally known OR Produced Identification
 _____ (type of identification)



NOTARY PUBLIC

My Commission Expires: 08/29/2027



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/29/2024

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 Higginbotham Insurance Agency, Inc. 1221 S. Mopac Expy., Suite 160 Austin TX 78746	CONTACT NAME: Larry Sue Dunn, CISR	
	PHONE (A/C, No, Ext): 817-347-6816	FAX (A/C, No): 817-347-6981
E-MAIL ADDRESS: LDunn@higginbotham.net		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Nautilus Insurance Company		17370
INSURER B : Key Risk Insurance Company		10885
INSURER C : The Travelers Lloyds Insurance Company		41262
INSURER D : Texas Mutual Insurance Company		22945
INSURER E : Argonaut Insurance Company		19801
INSURER F :		

INSURED
 T F R Enterprises Inc
 601 Leander Drive
 Leander TX 78641

TFRENTE-02

COVERAGES

CERTIFICATE NUMBER: 415489488

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 <input checked="" type="checkbox"/> 25,000 Ded BI/PD <input checked="" type="checkbox"/> Per Occurrence GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			ECP2043137-10	3/31/2024	3/31/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			BAP2043139-10	3/31/2024	3/31/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			FFX2043138-10	3/31/2024	3/31/2025	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
D E	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y / N <input checked="" type="checkbox"/> N / A			0001209012 928968359384	3/31/2024 3/31/2024	3/31/2025 3/31/2025	<input checked="" type="checkbox"/> PER STATUTE <input checked="" type="checkbox"/> OTH-ER ** SEE DESCRIP E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C B	Leased/Rented Equipment Leased/Rented/Hired Phy Damage			QT-660-8071X472-TLC-24 BAP2043139-10	3/31/2024 3/31/2024	3/31/2025 3/31/2025	Limit - \$700,000 Limit Comp/Collision Ded \$2,500 Actual Cash Value \$100/\$1,000

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

*General Liability Deductible: \$25,000 BI/PD Per Occurrence
 *XCU is not excluded.
 *The General Liability policy includes a \$1,000,000 Contractors Pollution Limit.

**Texas Workers' Compensation Policy - 0001209012
 **All Other States (incl California) - Policy 928968359384

The General Liability and Automobile Liability policies include a blanket automatic additional insured endorsement that provides additional insured status
 See Attached...

CERTIFICATE HOLDER**CANCELLATION**

Information Only

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

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ADDITIONAL REMARKS SCHEDULE

AGENCY Higginbotham Insurance Agency, Inc.		NAMED INSURED T F R Enterprises Inc 601 Leander Drive Leander TX 78641	
POLICY NUMBER		EFFECTIVE DATE:	
CARRIER	NAIC CODE		

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 FORM TITLE: CERTIFICATE OF LIABILITY INSURANCE

(Including Completed Ops) and General Liability, Automobile Liability and Workers' Compensation policies includes a blanket waiver of subrogation endorsement to the certificate holder when written contract requires such status.

The General Liability policy has a blanket Primary & Non Contributory endorsement that affords that coverage to certificate holders when written contract requires such status

The General Liability, Automobile Liability and Workers Compensation policy includes a blanket notice of cancellation to certificate holders endorsement, providing for 30 days' advance notice if the policy is canceled by the company other than for nonpayment of premium, 10 days' notice after the policy is canceled for nonpayment of premium. Notice is sent to certificate holders with mailing addresses on file with the agent or the company. The endorsement does not provide for notice of cancellation if the named insured requests cancellation

Excess Policy is Follow Form underlying the General Liability (Incl. Contractors Pollution), Automobile Liability and Employers Liability policies.

SWORN STATEMENT ON PUBLIC ENTITY CRIME

Sworn Statement Pursuant to Section 287.133(3)(a), Florida Statutes on Public Entity Crime

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

1. This sworn statement is submitted to Levy County Board of Commisioners

By Tipton F. Rowland, CEO

(Print this individuals name and title)

For TFR Enterprises, Inc.

(Print name of entity submitting statements)

Whose business address is 601 Leander Drive, Leander TX 78641

and if applicable whose Federal Employer Identification Number (FEIN) is 72-1149862.

If the entity has no FEIN, include Social Security Number of the individual signing this Sworn Statement:

_____.

2. I understand that a "public entity crime" as defined in paragraph 287.133(1)(a), Florida Statutes, mean violation of any state or federal law by a person with respect to and directly related to the transactions 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 any agency or political subdivision of any other state or the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "convection" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or conviction of a public entity crime, with or without 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.
4. 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 public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting 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.
5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of 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, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

6. Based on information and belief, the statement which I have marked below is true in a relation to the entity submitting this sworn statement. (Please indicate which statement applies).

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or any affiliate of the entity has been charged with and convicted of a public entity crime within the past 36 months.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime within the past 36 months AND (Please indicate which additional statement applies).

The entity submitting the sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime within the past 36 months. However, there has been a subsequent proceeding before a Hearing Officers of the State of Florida, Division of Administrative Hearings and the Final Order by the Hearing Officer determined that it was not in the public interest place the entity submitting this sworn statement on the convicted vendor list. (Attached is a copy of the final order).

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THE PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED AND FOR THE PERIOD OF THE CONTRACT ENTERED INTO, WHICHEVER PERIOD IS LONGER. I ALSO UNDERSTAND THAT IA M REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES, FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

X

(Signature)

State of Texas

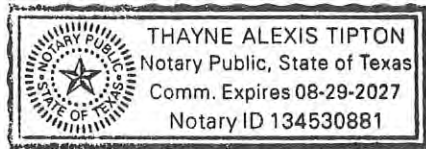
County of Williamson

Sworn to (or affirmed) and subscribed before me by means of physical presence or online notarization, this 11 day of June, 2024, by Tipton F. Rowland (name), as CEO (title) for TFR Enterprises, Inc. (name of bidder) Personally known OR Produced Identification _____ (type of identification).

Thayne Alexis Tipton

(Signature) Notary Public

Thayne Alexis Tipton



(SEAL)

(Printed, typed or stamped commissioned name of notary public)

My Commission expires 08/29/2027

CONFLICT OF INTEREST DISCLOSURE STATEMENT

The award hereunder is subject to the provisions of Chapter 112, Florida Statutes. All proposers must disclose with their proposals or bids the names of: (1) any officer, director, employee or agent of proposer is also an officer or an employee of the Levy County Board of County Commissioners; (2) any officer, partner, director or proprietor of the proposer is the spouse or child of one of the members of the Levy County Board of County Commissioners; (3) any County officer or employee who owns, directly or indirectly, an interest of five percent (5%) or more in the proposer or any of its branches or affiliates; (4) any employee, agent, lobbyist, previous employee of the Board, or other person, who has received or will receive compensation of any kind in connection with the response to this RFP.

All proposers are also required to include a disclosure statement of any potential conflict of interest that the proposer may have due to other clients, contracts, or interest associated with the performance of services under this RFP and any resulting agreement. Use additional sheets if necessary.

(1) Names of Officer, Director, Employee or Agent that is also an Employee of the Board:


(2) Names of Officer, Partner, Director or Proprietor who is spouse or child of Board Member:

(3) Names of County Officer or Employee that owns 5% or more in Proposers firm:

(4) Names of applicable person(s) who have received compensation:

Description of potential conflict(s) with other clients, contracts or interests:

Check here if none of the above are applicable:

Signature:  Printed Name: Tipton F. Rowland


Proposer Name: TFR Enterprises, Inc.

Date: 06/11/2024

CONTRACT EXCEPTION FORM

Any proposer who requires/requests revision(s) to the Form of Contract (contained in Section III of this RFP) must submit this completed Contract Exception Form during the Question portion of the RFP process. The County is under no obligation to grant any exceptions and proposals that are contingent on exceptions to the Contract being granted will not be accepted. If an exception is rejected by the County and the proposer subsequently submits a proposal, the proposer is deemed to have waived their request for a Contract exception.

Request for revision to Form of Contract
Identify the specific Contract provision(s) that Proposer takes exception to:
TFR Enterprises, Inc. has no exceptions at this time.
Explain the specific revision(s) that are being requested (such as, delete the provision or modify it to state. . . .)
TFR Enterprises, Inc. has no exceptions at this time.

Signature:  _____ Printed Name: Tipton F. Rowland
Proposer Name: TFR Enterprises, Inc.
Date: 06/11/2024

VENDORS ON SCRUTINIZED COMPANIES LISTS

By executing this Certificate, the bid proposer, certifies that it is not: (1) listed on the Scrutinized Companies that Boycott Israel List, created pursuant to section 215.4725, Florida Statutes, (2) engaged in a boycott of Israel, (3) listed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to section 215.473, Florida Statutes, or (4) engaged in business operations in Cuba or Syria. Pursuant to section 287.135(5), Florida Statutes, the County may disqualify the bid proper immediately or immediately terminate any agreement entered into for cause if the bid proposer is found to have submitted a false certification as to the above or if the Contractor is placed on the Scrutinized Companies that Boycott Israel List, is engaged in a boycott of Israel, has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria, during the term of the Agreement. If the County determines that the bid proposer has submitted a false certification, the County will provide written notice to the bid proposer. Unless the bid proposer demonstrates in writing, within 90 calendar days of receipt of the notice, that the County's determination of false certification was made in error, the County shall bring a civil action against the bid proposer. If the County's determination is upheld, a civil penalty shall apply, and the bid proposer will be ineligible to bid on any Agreement with a Florida agency or local governmental entity for three years after the date of County's determination of false certification by bid proposer.

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

DATE: 06/11/2024

SIGNATURE:  _____

COMPANY: TFR Enterprises, Inc.

NAME: Tipton F. Rowland

(Typed or Printed)

ADDRESS: 601 Leander Dr.

TITLE: CEO

Leander, TX 78641

E-MAIL: tiffany@tfrinc.com

PHONE NO.: 512-260-3322

VENDOR INFORMATION SHEET

DATE: 06/11/2024

COMPANY NAME: TFR Enterprises, Inc.

PHYSICAL ADDRESS: 601 Leander Drive, Leander TX 78641

MAILING ADDRESS: 601 Leander Drive

CITY: Leander STATE: TX ZIP: 78641

TELEPHONE NUMBER: 512-260-3322

FAX NUMBER: 512-528-1942

TOLL FREE NUMBER: 512-565-0710

EMAIL: tiffany@tfrinc.com

FEID NUMBER: 72-1149862 OR SSN:

CONTACT PERSON: Tiffany Jean

TITLE: Contract Manager

CONTACT NUMBER: 512-565-0710



The information requested above is necessary to update our files or to add your name to the County's vendor list. You are a vital part of the operation of Levy County and we want to thank you for your support. The information on this form will allow us to pay you for the goods and/or services we have received in a timely manner and give us the ability to contact the necessary person in case there is a problem or question in processing.

Request for Taxpayer Identification Number and Certification

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

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

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
TFR Enterprises, Inc.

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

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

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

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

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

Other (see instructions) ▶ _____

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

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

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

5 Address (number, street, and apt. or suite no.) See instructions.
601 Leander Drive

6 City, state, and ZIP code
Leander, TX 78641

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

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

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

Social security number

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or

Employer identification number


7	2	-	1	1	4	9	8	6	2
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Part II Certification

Under penalties of perjury, I certify that:

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

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

Sign Here Signature of U.S. person ▶ 

Date ▶ **06/11/2024**

General Instructions

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

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

Purpose of Form

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

- Form 1099-INT (interest earned or paid)

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

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

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