

BID PROPOSAL FORM BID NO. 2015-013

**BID TO: CITY COMMISSION
CITY OF MARGATE**

1. The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with the OWNER in the form included in the Contract Documents to perform the WORK as specified or indicated in said Contract Documents entitled:

2015-013 – WASTEWATER TREATMENT PLANT TREE REPLACEMENT

2. Bidder accepts all of the terms and conditions of the Contract Documents, including without limitation those in the Notice Inviting Bids and Instructions to Bidders, dealing with the disposition of the Bid Security.

3. The Bid will remain open for the period stated in the Notice Inviting Bids unless otherwise required by law. Bidder will enter into an Agreement within the time and in the manner required in the Notice Inviting Bids and the Instructions to Bidders, and will furnish the insurance certificates, payment bond and performance bond required by the Contract Documents.

4. It is the Contractor's responsibility to contact the City @ (954) 935-5346 prior to the bid opening to determine if any addenda have been issued on the project. Bidder has examined copies of all the Contract Documents including the following addenda (receipt of all of which is acknowledged):

Number BID NO. 2015-013 Date JUNE 25, 2015

5. Bidder has familiarized himself with the nature and extent of the Contract Documents, WORK, site, locality where the WORK is to be performed, the legal requirements (federal, state and local laws, ordinances, rules and regulations), and the conditions affecting cost, progress or performance of the WORK and has made such independent investigations as Bidder deems necessary.

6. This Bid is genuine and not made in the interest of or on behalf of any undisclosed person, firm or corporation and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid. Bidder has not solicited or induced any person, firm or corporation to refrain from bidding and Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over Owner.

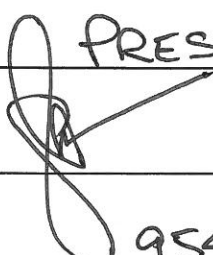
To all the foregoing, and including all Bid Schedule(s) and Information Required of Bidder contained in this Bid Form, said Bidder further agrees to complete the WORK required under the Contract Documents within the Contract Time stipulated in said Contract Documents, and to accept in full payment thereof the Contract Price based on the Total Bid Price(s) named in the aforementioned Bidding Schedule(s).

Name of Firm: CAYCO PROPERTY MAINTENANCE LLC

Address: 1100 NW 15th AVE POMPAHO BEACH, FL 33069

Name of Signer: STEVEN GROSSMANN
(Print or Type)

Title of Signer: PRESIDENT

Signature:  Date: 6/24/15

Telephone No.: 954-876-1254 Facsimile No.: 866-327-5077

BID NO. 2015-013

SCHEDULE OF BID PRICES

**TO: CITY COMMISSION
CITY OF MARGATE**

(Please fill in all blanks and return with your proposal.)

BIDDER AGREES TO PERFORM ALL THE WORK DESCRIBED IN THE CONTRACT DOCUMENTS FOR THE FOLLOWING UNIT PRICES OR LUMP SUMS. BIDS SHALL INCLUDE SALES TAX AND ALL OTHER APPLICABLE TAXES AND BIDDER UNDERSTANDS THAT THE EXTENDED TOTAL FOR EACH AND EVERY ITEM IS THE RESULT OF MULTIPLYING THE QUANTITY TIMES THE UNIT COST STATED IN FIGURES. ANY DISCREPANCY BETWEEN THE UNIT AND TOTAL, THE UNIT PREVAILS.

In accordance with your request for proposals and the specifications contained herein, the undersigned proposes the following:

BASE BID

ITEM NO. ITEM DESCRIPTION

- 1 **SITE WORK:** Furnish all material, equipment, and labor necessary to complete all site work not included in any other bid item. Work includes requesting utility locates, staking proposed tree locations for city approval, any necessary grass removal, etc.

QUANTITY	UNITS	UNIT COST	TOTAL COST
1	LS	<u>\$10,250</u>	<u>\$10,250</u>

- 2 **TREE INSTALLATION:** Furnish all material (including guy wires), equipment, and labor necessary to install 6' minimum height, Florida #1 grade or better new Glossy privet (*Ligustrum lucidum*) trees.

QUANTITY	UNITS	UNIT COST	TOTAL COST
120	EA	<u>\$159</u>	<u>\$19,080</u>

- 3 **TREE INSTALLATION:** Furnish all material (including guy wires), equipment, and labor necessary to install 8' minimum height, Florida #1 grade or better new Dahoon holly (*Ilex cassine*) trees.

QUANTITY	UNITS	UNIT COST	TOTAL COST
65	EA	<u>\$191</u>	<u>\$12,415</u>

- 4 **TREE INSTALLATION:** Furnish all material (including guy wires), equipment, and labor necessary to install 8' minimum height, Florida #1 grade or better new Queen's crepe myrtle (*Lagerstroemia speciosa*) trees.

QUANTITY	UNITS	UNIT COST	TOTAL COST
3	EA	<u>\$185</u>	<u>\$555</u>

- 5 **TREE INSTALLATION:** Furnish all material (including guy wires), equipment, and labor necessary to install 8' minimum height, Florida #1 grade or better new Horseflesh Mahogany (*Lysiloma sabicu*) trees.

QUANTITY	UNITS	UNIT COST	TOTAL COST
2	EA	<u>\$185</u>	<u>\$370</u>

- 6 **TREE INSTALLATION:** Furnish all material (including guy wires), equipment, and labor necessary to install 12' minimum height, 2" minimum DBH, Florida #1 grade or better new Live oak (*Quercus virginiana*) trees.

QUANTITY	UNITS	UNIT COST	TOTAL COST
2	EA	<u>\$191</u>	<u>\$382</u>

- 7 **SHRUB INSTALLATION:** Furnish all material, equipment, and labor necessary to install 5 gallon, Florida #1 grade or better new Podocarpus (*Podocarpus macrophyllus*) shrubs.

QUANTITY	UNITS	UNIT COST	TOTAL COST
180	EA	<u>\$21</u>	<u>\$3780</u>

- 8 **TREE REMOVAL:** Furnish all material, equipment, and labor necessary to remove and stump grind to a depth of 24" three trees. Trees are estimated to be a 4" DBH Oak, a 3" DBH Frangipani, and an 8" DBH unknown species. Lump sum amount includes obtaining a tree permit from the City of Margate's Department of Environmental and Engineering Services.

QUANTITY	UNITS	UNIT COST	TOTAL COST
1	LS	<u>\$1245</u>	<u>\$1245</u>

- 9 **WATERING:** Furnish all material, equipment, and labor necessary to water new plantings for a period of 30 days or until establishment, whichever occurs first. On site water is available from the City; however, the Contractor must pay the hydrant water meter deposit and pay for water used.

QUANTITY	UNITS	UNIT COST	TOTAL COST
1	LS	<u>\$2050</u>	<u>\$2050</u>

- 10 **GRASS RESTORATION:** Furnish all material, equipment, and labor necessary to install sod in locations where existing grass is damaged as a result of work performed under this contract.

QUANTITY	UNITS	UNIT COST	TOTAL COST
1	LS	<u>\$1065</u>	<u>\$1065</u>

- 11 **CONTINGENCY:** A contingency allowance for unforeseen equipment, materials, or other work not directly or indirectly included in any of the items listed. All work paid for under this item must be authorized in writing by the Engineer or Owner. If the amount is not used either wholly or in part, the amount not used shall be deducted from the contract price.

\$2,000.00

TOTAL BASE BID AMOUNT WITH CONTINGENCY
(Sum of Items 1 through 11)

\$53,192

ALL BIDS MUST BE SIGNED WITH THE VENDOR NAME AND BY AN OFFICER OR EMPLOYEE HAVING THE AUTHORITY TO BIND THE COMPANY OR FIRM BY SIGNATURE.

MATERIAL SAFETY DATA SHEETS ENCLOSED? YES _____ NO ✓

SPECIFICATION SHEETS/BROCHURES? YES _____ NO ✓

HAVE YOUR INSURANCE REPRESENTATIVE REVIEW THE SAMPLE INSURANCE CERTIFICATE TO ENSURE COMPLIANCE.

WILL YOUR FIRM ACCEPT PAYMENT VIA A CITY OF MARGATE PROCUREMENT CARD? PLEASE CHECK ONE YES _____ NO ✓

BIDDER'S GENERAL INFORMATION: BID NO. 2015-013

The Bidder shall furnish the following information. Additional sheets shall be attached as required. Failure to complete Item Nos. 1, 3, and 7 (if required) will cause the bid to be non-responsive and may cause its rejection. In any event, no award will be made until all of the Bidder's General Information (i.e., items 1 through 7 inclusive) is delivered to the CITY.

- (1) CONTRACTOR'S name and address:

CLAYCO PROPERTY MAINTENANCE LLC
1100 NW 15TH AVE
POMPAN0 BEACH, FL 33469

- (2) CONTRACTOR'S telephone number: 954-876-1254

- (3) CONTRACTOR'S license: Primary classification LANDSCAPE / PROPERTY MAINT.

State License Number L15000068759

Supplemental classifications held, if any: TREE TRIMMERS LICENSE &
LIMITED FERTILIZATION CERTIFIED

Name of Licensee, if different from (1) above: _____

- (4) Name of person who inspected site of proposed WORK for your firm:

Name: STEVEN GROSSMAN Date of Inspection: JUNE 11, 2015

- (5) Name, address, and telephone number of surety company and agent who will provide the required bonds on this contract: SURETY BOND NOT

INCLUDED IN BID

- (6) ATTACH TO THIS BID the experience resume of the person who will be designated as Supervisor for this project.

- (7) ATTACH TO THIS BID a financial statement **(If Required)**, references, and other information, sufficiently comprehensive to allow for an appraisal of CONTRACTOR'S current financial condition. **(Not Required)** NOT INCLUDED

- (8) Subcontractors: The Bidder further proposes that as part of their submittal there is attached a list of subcontracting firms or businesses that will be awarded subcontracts for portions of the work in the event the bidder is awarded the Contract.

- ALL LABOR TO BE CAYCO EMPLOYEES.
- VARIOUS LOCAL NURSERIES TO SUPPLY ALL PLANT MATERIAL.

BID NO. 2015-013

REFERENCE SHEET BID NO. 2015-013

In order to receive bid award consideration on the proposed bid, it is required that this sheet be completed and returned with your bid/proposal. This information may be used in determining the bid award for this project.

BIDDER (COMPANY NAME): CAYCO PROPERTY MAINTENANCE LLC

ADDRESS: 1100 NW 15th AVE POMPANO BEACH, FL 33469

CONTACT PERSON: STEVEN GROSSMAN TITLE: OWNER

TELEPHONE: 954-876-1254 FACSIMILE: 866-327-5077

NUMBER OF YEARS IN BUSINESS: 3+

ADDRESS OF NEAREST FACILITY: POMPANO BEACH

State the names, telephone numbers and last known addresses of three (3) owners, individuals or representatives of owners with the most knowledge of work which you have performed or goods you have provided, and to which you refer (government owners are preferred as references).

1. Company Name: VIERA PLANTATION
Address: 1 SOUTH PINE ISLAND RD Phone: 954-475-2000
Contact Person: LIANETTE REEVES Title: PROPERTY MGR
2. Company Name: SOLAIRE AT COCONUT CREEK
Address: 5401 WILES ROAD Phone: 561-285-3790
Contact Person: AMY BRINSON Title: PROPERTY MGR
3. Company Name: THE WAVES
Address: 9000 NW 9th ST. PLANTA Phone: 954-474-4554
Contact Person: AUTUMN BERNAL Title: PROPERTY MGR

**COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH ACT
BID NO. 2015-012**

Bidder certifies that all material, equipment, etc. contained in this bid meets all O.S.H.A. requirements. Bidder further certifies that if he/she is the successful bidder, and the material, equipment, etc., delivered is subsequently found to be deficient in any O.S.H.A. requirement in effect on date of delivery, all costs necessary to bring the material, equipment, etc. into compliance with the aforementioned requirements shall be borne by the bidder.

**OCCUPATIONAL HEALTH AND SAFETY MATERIAL SAFETY DATA SHEET
REQUIRED:**

In compliance with Chapter 442, Florida Statutes, any item delivered from a contract resulting from this bid must be accompanied by a MATERIAL SAFETY DATA SHEET (MSDS). The MSDS must include the following information:

- A. The chemical name and the common name of the toxic substance.
- B. The hazards or other risks in the use of the toxic substances, including:
 - 1. The potential for fire, explosion, corrosivity and reactivity;
 - 2. The known acute and chronic health effects of risks from exposure, including the medical conditions which are generally recognized as being aggravated by exposure to the toxic substance; and
 - 3. The primary routes of entry and symptoms of overexposure.
- C. The proper precautions, handling practices, necessary personal protective equipment, and other safety precautions in the use of or exposure to the toxic substances, including appropriate emergency treatment in case of overexposure.
- D. The emergency procedure for spills, fire, disposal and first aid.
- E. A description in lay terms of the known specific potential health risks posed by the toxic substances intended to alert any person reading this information.
- F. The year and month, if available, that the information was compiled and the name, address and emergency telephone number of the manufacturer responsible for preparing the information.

SIGNATURE: _____

DATE: 6/24/15

**CITY OF MARGATE
STATEMENT OF NO BID**

**IF YOU DO NOT INTEND TO BID ON THIS PROPOSAL, RETURN THIS FORM
TO ADDRESS WHERE BID IS TO BE SUBMITTED:**

I/We have declined to bid on your proposal No: 2015-013

Bid Description: WASTEWATER TREATMENT PLANT TREE REPLACEMENT

For the following reason:

- ☐ 1. Specifications are too tight, i.e. geared toward one brand or manufacturer only. (Explain reason below.)
- ☐ 2. Insufficient time to respond to invitation.
- ☐ 3. We do not offer this commodity/service or equivalent.
- ☐ 4. Our product/service schedule would not permit us to perform.
- ☐ 5. Unable to meet specifications.
- ☐ 6. Unable to meet bonding requirements.
- ☐ 7. Specifications unclear (Explain below).
- ☐ 8. Other (Specify below).

REMARKS: _____

Attach additional pages if required.

I/We understand that if the NO BID form is not executed and returned, our name may be deleted from the list of qualified bidders for the City of Margate.

COMPANY NAME: _____

ADDRESS: _____

TELEPHONE NO: _____ DATE: _____

SIGNATURE OF BIDDER: _____

DRUG-FREE WORKPLACE PROGRAM FORM BID NO. 2015-013

In accordance with Section 287.087, State of Florida Statutes, preference shall be given to businesses with Drug-free Workplace Programs. Whenever two or more bids which are equal with respect to price, quality and service are received for the procurement of commodities or contractual service, a bid received from a business that certifies that it has implemented a Drug-free Workplace Program shall be given preference in the award process. In the event that none of the tied vendors have a Drug-free Workplace program in effect the City reserves the right to make final Decisions in the City's best interest. In order to have a Drug-free Workplace Program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify 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 of 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 convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation. If bidder's company has a Drug-free Workplace Program, so certify below:

AS THE PERSON AUTHORIZED TO SIGN THE STATEMENT, I CERTIFY THAT THIS FIRM COMPLIES FULLY WITH THE ABOVE REQUIREMENTS.

SIGNATURE OF BIDDER:

DATE: 6/24/15

**OFFEROR'S
QUALIFICATION STATEMENT**

The undersigned certifies under oath the truth and correctness of all statements and of all answers to questions made hereinafter:

SUBMITTED TO: City of Margate
(Purchasing Manager)

ADDRESS: 5790 Margate Blvd.
Margate, FL 33063

CIRCLE ONE

SUBMITTED BY: CAYCO PROPERTY MAINTENANCE LLC

NAME STEVEN GROSSMANN

Corporation
Partnership
Individual
Other

ADDRESS: 1100 NW 15th AVE POMPANO BEACH, FL 33469

TELEPHONE NO.: 954-876-1254

FACSIMILE NO.: 866-327-5077

1. State the true, exact, correct and complete name of the partnership, corporation, trade or fictitious name under which you do business and the address of the place of business.

The correct name of the Offeror is: CAYCO PROPERTY MAINTENANCE LLC

The address of the principal place of business is:

6599 KINGS CREEK TERRACE
BOYATON BEACH, FL 33437

2. If Offeror is a corporation, answer the following:

- a. Date of Incorporation: 4/20/15
- b. State of Incorporation: FLORIDA
- c. President's name: STEVEN GROSSMANN

- d. Vice President's name: NONE
- e. Secretary's name: NONE
- f. Treasurer's name: NONE
- g. Name and address of Resident Agent: STEVEN GROSSMANN
6599 KINGS CREEK TERRACE
BOYNTON BEACH, FL 33437

3. If Offeror is an individual or a partnership, answer the following:

- a. Date of organization: _____
- b. Name, address and ownership units of all partners:

- c. State whether general or limited partnership: _____

4. If Offeror is other than an individual, corporation or partnership, describe the organization and give the name and address of principals:

5. If Offeror is operating under a fictitious name, submit evidence of compliance with the Florida Fictitious Name Statute. N/A

6. How many years has your organization been in business under its present business name? 1 yr

a. Under what other former names has your organization operated?

CAYCO LANDSCAPING INC.

7. Indicate registration, license numbers or certificate numbers for the businesses or professions which are the subject of this Proposal. Please attach certificate of competency and/or state registration.

SEE ATTACHED DOCUMENTS

8. Have you ever failed to complete any work awarded to you? If so, state when, where and why?

NO

9. List the pertinent experience of the key individuals of your organization (continue on insert sheet, if necessary).

STEVEN GROSSMANN - 3+ YEARS LANDSCAPE SERVICES,
DESIGN & INSTALLATION. CERTIFIED TREE TRIMMER

LAURIE MISNER - 3+ YEARS LANDSCAPE SERVICES,
CERTIFIED HORTICULTURIST, DESIGN & INSTALLATION

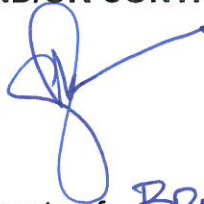
10. State the name(s) of the individual(s) who will have personal supervision of the work:

STEVEN GROSSMANN

LAURIE MISNER

THE OFFEROR ACKNOWLEDGES AND UNDERSTANDS THAT THE INFORMATION CONTAINED IN RESPONSE TO THIS QUALIFICATIONS STATEMENT SHALL BE RELIED UPON BY OWNER IN AWARDING THE CONTRACT AND SUCH INFORMATION IS WARRANTED BY OFFEROR TO BE TRUE. THE DISCOVERY OF ANY OMISSION OR MISSTATEMENT THAT MATERIALLY AFFECTS THE OFFEROR'S QUALIFICATIONS TO PERFORM UNDER THE CONTRACT SHALL CAUSE THE OWNER TO REJECT THE PROPOSAL, AND IF AFTER THE AWARD TO CANCEL AND TERMINATE THE AWARD AND/OR CONTRACT.

Signature:



State of Florida County of BROWARD

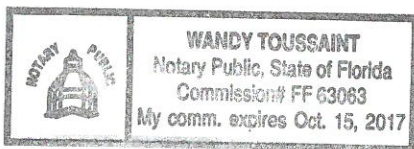
On this the 25 day of JUNE, 2015, before me, the undersigned Notary Public of the State of Florida, personally appeared STEVEN GROSSMANN and
(Name(s) of individual(s) who appeared before notary)

whose name(s) is/are Subscribed to the within instrument, and he/she/they acknowledge that he/she/they executed it.



NOTARY PUBLIC, STATE OF FLORIDA

NOTARY PUBLIC
SEAL OF OFFICE:



Wandy Toussaint
(Name of Notary Public: Print, Stamp, or Type as Commissioned.)

- ☒ Personally known to me, or
☒ Produced identification:

Driver's license
(Type of Identification Produced)

☐ DID take an oath, or ☒ DID NOT take an oath

OPTIONAL INFORMATION:

Type of Document: _____ Number of Pages: _____ Number of Signatures
Notarized: _____

**FLORIDA DEPARTMENT OF STATE
DIVISION OF CORPORATIONS**

Detail by Entity Name

Florida Limited Liability Company

CAYCO PROPERTY MAINTENANCE LLC

Filing Information

Document Number	L15000068759
FEI/EIN Number	NONE
Date Filed	04/20/2015
Effective Date	04/20/2015
State	FL
Status	ACTIVE

Principal Address1925 NW 15TH STREET
POMPANO BEACH, FL 33069**Mailing Address**6599 KINGS CREEK TERRACE
BOYNTON BEACH, FL 33437**Registered Agent Name & Address**GROSSMANN, STEVEN P
6599 KINGS CREEK TERRACE
BOYNTON BEACH, FL 33437**Authorized Person(s) Detail****Name & Address**

Title MGR

GROSSMANN, STEVEN P
6599 KINGS CREEK TERRACE
BOYNTON BEACH, FL 33437**Annual Reports****No Annual Reports Filed****Document Images****04/20/2015 -- Florida Limited Liability**[View image in PDF format](#)

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State of Florida, Department of State

BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-831-4000

VALID OCTOBER 1, 2014 THROUGH SEPTEMBER 30, 2015

DBA:
Business Name: CAYCO PROPERTY MAINTENANCE LLC

Receipt #: 324-268858
Business Type: LAWN MAINTENANCE/LANDSCAPE (LANDSCAPE)

Owner Name: GROSSMANN, STEVEN
Business Location: 1925 NW 15 ST
POMPANO BEACH
Business Phone: 866-203-2292

Business Opened: 04/30/2015
State/County/Cert/Reg:
Exemption Code:

Rooms

Seats

Employees
20

Machines

Professionals

For Vending Business Only						
Number of Machines:				Vending Type:		
Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost	Total Paid
75.00	0.00	0.00	0.00	0.00	0.00	75.00

THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS

THIS BECOMES A TAX RECEIPT

WHEN VALIDATED

This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

Mailing Address:

GROSSMANN, STEVEN
6599 KINGS CREEK TERR
BOYNTON BEACH, FL 33437

Receipt # 30A-14-00006930
Paid 04/30/2015 75.00

2014 - 2015

BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT

June 23, 2015

BROWARD COUNTY TREE TRIMMER LICENSE

STANDARDS FOR MAINTAINING YOUR BROWARD COUNTY TREE TRIMMER LICENSE

1. The following shall be available for inspection at every work site where tree trimming is being carried out:
 - A copy of the company's Broward County Tree Trimmer license
 - Proof of the company's current insurance coverage
 - At least one person should possess a current Tree Trimmer training card.
Current training cards reflect that training was completed within
 - the past two (2) years
 - Picture identification issued by a government entity or agency
2. At least one trained person must be available at every work site where tree trimming is being carried out.
3. The company's Tree Trimmer license number shall be prominently displayed on both sides of vehicles used in tree trimming.
4. Tree trimmer license number must appear in ads offering tree trimming and/or removal services. Advertisements include business cards, telephone directory advertisements, quotes for tree services, flyers and vehicles advertising tree services.
5. License holders shall ensure that all employees engaged in tree trimming are adequately trained regarding safety procedures in accordance with applicable federal and state law including the federal Occupational Safety and Health Act of 1970 (OSHA).
6. Retraining is required before licenses can be renewed. Tree trimmer licenses are renewable every two years.
7. Each license holder shall notify the County, in writing, if there is a change in any of the standards required for licensure.

CAYCO PROPERTY MAINTENANCE LLC
1100 NW 15 AVENUE
POMPANO BEACH, FL 33064



CLASS: B

TREE TRIMMER LICENSE

TTL#: B- 1359 EXPIRES: 08/31/2016
CAYCO PROPERTY MAINTENANCE
LLC
1100 NW 15 AVENUE
POMPANO BEACH, FL 33064
TRAINED EMPLOYEE: STEVEN GROSSMANN



Department of Environmental Protection

2600 Blair Stone Road, M.S. 3570
Tallahassee, Florida 32399-2400

UF IFAS

UNIVERSITY of FLORIDA

GI-BMP Trainee ID: GV36269

Certification date: 5/14/2015

Congratulations on successfully completing the Florida Green Industries Best Management Practices Training Program. Your certificate of completion and wallet card are attached. If there are errors in the certificate, or if we can be of further assistance, please contact the GI-BMP Office of the Florida-Friendly Landscaping™ Program at gi.bmp@ifas.ufl.edu or (352) 273-4517.

Please note that this training certificate alone does not authorize you to apply fertilizer commercially after January 1, 2014. You must take additional steps to become licensed for commercial fertilizer application in the state of Florida. The Limited Urban Commercial Fertilizer Applicator Certification (state "fertilizer license") is issued by the Florida Department of Agriculture and Consumer Services (FDACS).

Apply online: <https://aescomm.freshfromflorida.com>. The certificate number from this document is required to apply for Fertilizer Applicator Certification. For assistance contact: The Bureau of Entomology and Pest Control, (850) 617-7997

If your test score is 90% or greater, you may be eligible to become a GI-BMP Instructor:

Test Score: 95%

http://fyn.ifas.ufl.edu/professionals/instructor_program.html

Steven P. Grossmann
6599 Kings Creek Ter
Boynton Beach, FL 33437

State of Florida
DEPARTMENT OF
ENVIRONMENTAL PROTECTION

Steven P. Grossmann

GV36269-1

GV36269

Certificate #

Trainee ID #

**GREEN INDUSTRIES BEST MANAGEMENT PRACTICES
TRAINING PROGRAM**



GV36269-1

Certificate #

GV36269

Trainee ID #

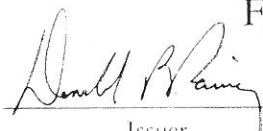
Certificate of Training Best Management Practices Florida Green Industries

UF IFAS
UNIVERSITY of FLORIDA

The undersigned hereby acknowledges that

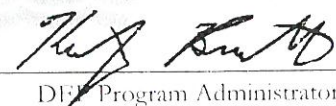
Steven P. Grossmann

has successfully met all requirements necessary to be fully trained through the Green Industries Best Management Practices Program developed by the Florida Department of Environmental Protection with the University of Florida Institute of Food and Agricultural Sciences.


Issuer

M. Orfanedes
Instructor

5/14/2015
Date of Class


DIF Program Administrator

Not valid without seal



City of Pompano Beach Business Tax Receipt

REGISTRATION NO.

15 -00085702

2014-2015

NEW ☒

RENEWAL

OWNER

CAYCO PROPERTY MAINTENANCE LLC

DATE ISSUED 5/21/15

ACCOUNT NO.

4458864

REGISTRATION FEE 30.39

BUSINESS NAME

CAYCO PROPERTY MAINTENANCE LLC

DELINQUENT CHG. .00

LOCATION

1100 NW 15 AV A

TRANSFER FEE .00

CLASSIFICATION

LAWN MAINTENANCE & TRUCKS

TOTAL AMOUNT PAID 30.39

EFFECTIVE DATE

OCTOBER 1

EXPIRATION DATE

14 SEPTEMBER 30 15

CAYCO PROPERTY MAINTENANCE LLC

GROSSMANN, STEVEN

6599 KINGS CREEK TERRACE

BOYNTON BEACH FL 33437

BUSINESSES MUST CONSPICUOUSLY DISPLAY THIS
BUSINESS TAX RECEIPT TO PUBLIC VIEW AT
BUSINESS LOCATION

CONTRACTORS MUST MAINTAIN ON FILE
CURRENT LICENSING AND INSURANCE

NOTICE: A NEW APPLICATION MUST BE FILED IF THE BUSINESS NAME, OWNERSHIP OR ADDRESS IS CHANGED. THE ISSUANCE OF A BUSINESS TAX RECEIPT SHALL NOT BE DEEMED A WAIVER OF ANY PROVISION OF THE CITY CODE NOR SHALL THE ISSUANCE OF A BUSINESS TAX RECEIPT BE CONSTRUED TO BE A JUDGEMENT OF THE CITY AS TO THE COMPETENCE OF THE APPLICANT TO TRANSACT BUSINESS.



City of Pompano Beach Business Tax Receipt

REGISTRATION NO.

15 -00085704

2014-2015

NEW ☒

RENEWAL

OWNER

CAYCO PROPERTY MAINTENANCE LLC

DATE ISSUED 5/21/15

ACCOUNT NO.

4458864

REGISTRATION FEE 30.40

BUSINESS NAME

CAYCO PROPERTY MAINTENANCE LLC

DELINQUENT CHG. .00

LOCATION

1100 NW 15 AV A

TRANSFER FEE .00

CLASSIFICATION

LAWN MAINTENANCE VEHICLE

TOTAL AMOUNT PAID 30.40

CAYCO PROPERTY MAINTENANCE LLC

EFFECTIVE DATE

OCTOBER 1

EXPIRATION DATE

14 SEPTEMBER 30 15

GROSSMANN, STEVEN

BUSINESSES MUST CONSPICUOUSLY DISPLAY THIS
BUSINESS TAX RECEIPT TO PUBLIC VIEW AT
BUSINESS LOCATION

8599 KINGS CREEK TERRACE

BOYNTON BEACH FL 33437

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– MANAGEMENT PROFESSIONAL –

A top performing operations manager with experience in project construction as well as facilities and retail management. Proven success in development of strategic initiatives for improving year-over-year revenue and profitability. Skilled in coordinating the efforts of internal and external partners to achieve program objectives while ensuring completion of all deliverables within schedule and budget. Experienced in improving processes and procedures for increased productivity while reducing labor costs.

Core Competencies

- | | | |
|-----------------------------|-------------------------|---------------------|
| ♦ Organizational Management | ♦ Project Management | ♦ Retail Management |
| ♦ Staffing/Team Development | ♦ Facilities Management | ♦ Merchandising |
| ♦ Budget Administration | ♦ Purchasing/Expediting | ♦ Sales Growth |
-

PROFESSIONAL HISTORY

CAYCO PROPERTY MAINTENANCE LLC POMPAÑO BEACH, FL

Principal, May 2015 – Present

Manage and supervise all daily operations of a Commercial Landscape/Property Maintenance firm comprised of approximately 30 employees with a client base of large commercial properties and Management Companies throughout Broward and Palm Beach Counties. Responsible for scheduling, purchasing, estimating, installation & design, business development, quality control and site inspection. Services provided include land care maintenance, fertilization and irrigation management. Licensed Broward County Tree Trimmer and Certified and Limited Fertilization certified.

INTERIORSOLUTIONS, NEW YORK, NY

Principal, May 2011 – 2013

Manage Business Development and Project Management for a startup New York-based construction services and general construction management firm. Manage the full cycle of General Contractor duties from pre-construction analysis through sign-off including purchasing, permits, code compliance, and subcontractor relationships. Serve as consultant for commercial interior buildouts for corporations and professionals:

- Perform cost analysis, feasibility studies, staffing, purchasing, bid preparation, contract negotiations, and all project management functions
- Source work and coordinate manufacturing, construction management, and pre-construction services
- Oversee all operations to ensure satisfaction of program specifications and quality standards

BENHAR OFFICE INTERIORS, NEW YORK, NY

Vice President of Architectural Products, 2007 – 2011

Conceptualized, planned, and launched the Architectural Products business unit with responsibility for all metal and glass engineered partitions and specialty architectural products. Managed business plan development, proposal responses, sales, and customer relationships. Networked with local businesses, professional organizations, Realtors, and General Contractors to identify business opportunities and build the customer base, developing a new revenue stream. Created strategic PowerPoint presentations, negotiated terms, and closed on new contracts:

- As Project Manager, worked with architects on design implementation and coordinated the efforts of General Contractors and skilled labor to achieve project specifications
- Developed and delivered lectures for the American Institute of Architects
- Delivered \$3M in new revenue to the company with 25% gross profit

KAPLAN, INC., NEW YORK, NY

Executive Director, Design and Construction, 2006 – 2007

Oversaw design and construction projects for over 6 million square feet of property, managing over 120 projects per year, up to 200,000 square feet. Provided leadership throughout all levels of the Corporate Real Estate Department. Administered the annual capital expense budget and utilization plan. Approved expenses, compiled data, and generated financial forecasts; compiled, analyzed, and distributed capital accruals. Served as primary contact point for internal business units and external partners:

STEVEN P. GROSSMANN

6599 KINGS CREEK TERRACE ♦ BOYNTON BEACH, FL 33437
516-244-4642 ♦ steve@stevengrossmann.com

- Evaluated project requirements and delegated responsibilities to a team of ten domestic and international Regional Project Directors; developed and maintained project budgets, policies, and procedures
- Developed RFPs for various disciplines and negotiated contracts for project management services, architecture, MEP, and construction
- Managed vendor and contractor relationships to ensure efficiency of contracted services; reviewed proposals, invoices, payment applications, and change orders; approved project financials

ROBECO INVESTMENT MANAGEMENT, NEW YORK, NY

Senior Vice President of Real Estate and Facility Operations, 2002 – 2006

Managed facility operations for 150,000 square feet of New York City office space as well as satellite offices in major markets including Boston, San Francisco, Chicago, and Hawaii with responsibility for \$75M in lease negotiations and \$20M in construction budgets. Maintained the technical infrastructure including Information Management systems, electric service, HVAC maintenance, and all building services; supervised a team of eight maintenance, messenger, hospitality, and food and beverage associates. Implemented cost control initiatives that resulted in \$1M in annual expense reduction while improving productivity and service levels:

- Managed real estate acquisitions and property disposal; negotiated leases and oversaw renovations
- Oversaw the corporate HQ relocation – developed the RFP and made final recommendations for selection of engineers, architects, and consultants; reported to the CEO on all relocation matters
- Evaluated, developed, and maintained vendor and contractor relationships; identified and negotiated cost savings in purchases and leases
- Initiated procedures for security and access card management to mitigate risk

OD&P, New York, NY

Superintendent/Project Manager, 1999 – 2002

Gained valuable experience in value engineering and managing large-scale construction projects to 150,000 square feet valued at \$30M. Projects included commercial interiors, hospitals, academic institutions, and restaurants. Managed project budgeting, site safety, Quality Assurance, and adherence to project specifications:

- Field Superintendent responsible for all site operations, controlled inspections, and sign-offs as well as distribution of comprehensive project tracking and close-out documentation
- Prepared bid packages and negotiated final contract terms during the proposal phase; worked with customers on change requests to ensure complete satisfaction and ongoing business relationships
- Served as primary contact point, meeting facilitator, and liaison between internal team members and contract professionals – tracked and communicated project status and expedited scheduled milestones to maintain project time frames
- Handled capital equipment procurement and expedited major purchases including electrical and HVAC equipment to job sites

Lehr Construction, New York, NY

Project Superintendent, 1996 – 1999

Managed pre-construction planning, value engineering, and site operations on commercial interior renovation projects up to \$20M for a premier New York interior construction management and general contracting firm:

- Facilitated build-outs including full mechanical, electrical, voice/data, and fire/security systems as well as millwork, flooring, paint, wall covering, architectural metal and glass, and abatements
- Consistently executed projects within scheduled time frames

Home Depot, New York, NY

Assistant Store Manager / Department Manager / Loss Prevention Manager, 1991 – 1996

Managed store operations for a nationally leading retail organization. Developed programs to capitalize on installation project opportunities across the Tri-State area. Selected by senior management to assist in opening new store locations with responsibility for sales forecasts, staffing, inventory control, and visual merchandising. Exceeded sales goals and received numerous awards for superior performance. Rapidly advanced from Customer Service Associate to Department Manager, Loss Prevention Specialist, and Assistant Store Manager due to leadership skill, team motivation ability, and financial results:

- Hired, trained, and coached a team of 25-plus employees

STEVEN P. GROSSMANN
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516-244-4642 ♦ steve@stevengrossmann.com

- Conducted performance evaluations and identified key personnel for advancement into positions of higher responsibility; mentored new department managers to strengthen the organization
- Set goals and motivated staff toward achieving all personal and team objectives
- Developed optimum stock levels, controlling standing inventory costs while minimizing loss of sales due to inventory shortages
- Featured as on-air media representative for "How To" television segments for Fox5 and NY1 Television

Above and Beyond Construction, New York, NY

Principal, 1984 – 1991

Conceptualized and founded a construction company specializing in high-end commercial and residential new construction and renovation – managed site selection, business licensing, business development, and accounting:

- Developed the business plan and operating budget, allocating funds and other resources for maximum return, maintaining full P&L responsibility
- Interviewed, hired, and supervised a team of carpenters and other skilled labor
- Identified business opportunities utilizing effective networking and referral building techniques centered on a personal contact network within the business community
- Managed construction projects including estimating, scheduling, purchasing, and expediting materials to job sites to ensure adherence to project schedules
- Sourced and negotiated all subcontractor relationships and monitored activities for delivery of all contractual obligations
- Maintained a reputation for superior workmanship, reliability, and project completion within schedule and budget

EDUCATION AND DEVELOPMENT

NEW YORK INSTITUTE OF TECHNOLOGY, OLD WESTBURY, NY

Studies in Business Management, 1976 – 1979

CORENET GLOBAL, NEW YORK, NY

Sales Strategies and Best Practices, 2008

Construction Project Management, 2007

Global Real Estate and Facilities Planning, 2006

AWARDS

Benhar Office Interiors Outstanding Sales Performance Award, 2010
Home Depot Employee of the Month, (6x) 1992 – 1996
Home Depot Employee of the Year, 1994

AFFILIATIONS

International Facilities Management Association, 2002 – 2012
CoreNet Global Event Planning Committee, 2002 – 2012

References Available Upon Request



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/3/2015

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 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

Corporate Insurance Advisors

1401 E Broward Blvd

Suite 103

Ft. Lauderdale FL 33301

INSURED

Cayco Property Maintenance LLC

1100 SW 15th Ave

Pompano Beach

FL 33064

CONTACT NAME: Angela Nervi-Saketkoo

PHONE (A/C, No. Ext): (954) 315-5000

FAX (A/C, No): (954) 315-5050

E-MAIL: ANervi@ciafl.net

ADDRESS: ANervi@ciafl.net

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Wesco Insurance Co.

INSURER B: Florida Citrus, Business &

INSURER C: Hartford Insurance Co

INSURER D:

INSURER E:

INSURER F:

COVERAGES

CERTIFICATE NUMBER: 15-16

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		WPP110269502	5/14/2015	5/14/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO ALL OWNED AUTOS HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		WPP110269502	5/14/2015	5/14/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Medical payments \$ 5,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE		WUM116197101	5/14/2015	5/14/2016	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE Y/N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		10656792	6/04/2015	6/04/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Inland Marine		21MSZP7830	5/14/2015	5/14/2016	Leased/Rented Equipment \$100,000

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

CERTIFICATE HOLDER**CANCELLATION**

The City of Margate
5790 Margate Blvd.
Margate, FL 33063

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

Mark Schwartz/ANGELA

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COMMENTS/REMARKS

The City of Margate is an Additional Insured as respects General Liability when required by written contract.