



Rizzetta & Company

Greyhawk Landing Community Development District

Board of Supervisors' Meeting

March 28, 2024

**District Office:
9530 Marketplace Road, Suite 206
Fort Myers, Florida 33912
239.936.0913**

www.greyhawkcdd.org

**GREYHAWK LANDING
COMMUNITY DEVELOPMENT DISTRICT**

Greyhawk Landing Clubhouse, 12350 Mulberry Avenue, Bradenton, Florida 34212

Board of Supervisors	Jim Hengel Mark Bush Cheri Ady Scott Jacuk Patty Mathews	Chairman Vice Chairman Assistant Secretary Assistant Secretary Assistant Secretary
District Manager	Belinda Blandon	Rizzetta & Company, Inc.
District Counsel	Andrew Cohen	Persson, Cohen, Mooney, Fernandez & Jackson, P.A.
District Engineer	Rick Schappacher	Schappacher Engineering, LLC

All cellular phones must be placed on mute while in the meeting room.

The Audience Comment portion of the agenda is where individuals may make comments on matters that concern the District. Individuals are limited to a total of three (3) minutes to make comments during this time.

Pursuant to provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting/hearing/workshop is asked to advise the District Office at least forty-eight (48) hours before the meeting/hearing/workshop by contacting the District Manager at (239) 936-0913. If you are hearing or speech impaired, please contact the Florida Relay Service by dialing 7-1-1, or 1-800-955-8771 (TTY), or 1-800-955-8770 (Voice), who can aid you in contacting the District Office.

A person who decides to appeal any decision made at the meeting/hearing/workshop with respect to any matter considered at the meeting/hearing/workshop is advised that person will need a record of the proceedings and that accordingly, the person may need to ensure that a verbatim record of the proceedings is made including the testimony and evidence upon which the appeal is to be based.

GREYHAWK LANDING COMMUNITY DEVELOPMENT DISTRICT
District Office · Ft. Myers, Florida · (239) 936-0913
Mailing Address · 3434 Colwell Avenue, Suite 200, Tampa, Florida 33614
www.greylhawkcdd.org

March 20, 2024

**Board of Supervisors
Greyhawk Landing
Community Development District**

AGENDA

Dear Board Members:

The regular meeting of the Board of Supervisors of the Greyhawk Landing Community Development District will be held on **Thursday, March 28, 2024, at 6:00 p.m.** at the Greyhawk Landing Clubhouse, located at 12350 Mulberry Avenue, Bradenton, Florida 34212. The following is the agenda for this meeting:

- 1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE**
- 2. AUDIENCE COMMENTS**
- 3. STAFF REPORTS & UPDATES**
 - A. Aquatic Maintenance
 - B. Landscaping Inspection Services Report Tab 1
 1. Review of RFP Draft for Landscaping and Irrigation Maintenance Tab 2
 2. Consideration of the Proposal of Professional Landscape Inspection Services Tab 3
 - C. Landscape Maintenance
 - D. District Engineer
 - E. Field Manager Tab 4
 - F. District Counsel
 1. District Memorial Policy Tab 5
 - G. District Manager
 1. DM Report Tab 6
 2. Review of Monthly Financial Statements Tab 7
- 4. CONTINUED BUSINESS ITEMS**
 - A. Update Regarding Gate Installation Project and RFID Distribution
 - B. Consideration of Crosscreek Environmental Inc Proposal for Solar Aeration Systems for Pond 38 Tab 8
 - C. Consideration of Lamppost Painting Proposals Tab 9
 1. Elite Painting and Design, LLC
 2. Nostalgic Lamppost and Mailboxes Plus
 3. Sunshine Painting, LLC
 - D. Consideration of Proposals for the Renovation of Rec Center Pool..... Tab 10
 1. Classic Marcite, Inc.
 2. The Pool Works of Florida, Inc.
- 5. BUSINESS ITEMS**
 - A. Consideration of Proposals for Mulch Installation Tab 11
 1. Big Earth Landscape Supply
 2. Southeast Spreading Company, LLC

6. BUSINESS ADMINISTRATION

- A. Consideration of the Minutes of the Board of Supervisors' Meeting held on February 22, 2024,..... Tab 12
- B. Ratification of the Operations and Maintenance Expenditures for the Month of February 2024 Tab 13
- C. Ratification of Special Assessment Revenue Bonds, Series 2021 (2021 Project), Requisitions 54 and 55..... Tab 14

7. SUPERVISOR REQUESTS

8. ADJOURNMENT

We look forward to seeing you at the meeting. In the meantime, if you have any questions, please do not hesitate to contact us at (239) 936-0913.

Respectfully,
Belinda Blandon
Belinda Blandon
District Manager

cc: Andrew Cohen: Persson, Cohen, Mooney, Fernandez & Jackson, P.A.

Tab 1

GREYHAWK LANDING

LANDSCAPE INSPECTION REPORT



February 11, 2024
Rizzetta & Company
John R. Toborg – Division Manager
Landscape Inspection Services



Rizzetta & Company
Professionals in Community Management

Summary, Clubhouse, SR 64

General Updates, Recent & Upcoming Maintenance Events

- ❑ During the month of April, all Bahia turf shall receive an application of 700 lbs. (14 – 50 lb. bags) of 21-0-0 fertilizer. Additionally, St. Augustine turf shall receive an application of 600 lbs. (12 – 50 lb. bags) of 20-0-0 fertilizer..
- ❑ During the month of May, all St. Augustine turf shall receive an application of 1050 lbs. (21 – 50 lb. bags) of 24-2-11 fertilizer. All Ornamentals shall receive an application of 800 lbs. (16 – 50 lb. bags) of 8-0-10 fertilizer and all Palms shall receive an application of 750 lbs. (15 – 50 lb. bags) of 8-2-12+4Mg fertilizer.
- ❑ **Starting March 1st, the mowing schedule reverted back to weekly mowing.**

The following are action items for Yellowstone to complete. Please refer to the item # in your response listing action already taken or anticipated time of completion. **Red text** indicates deficient from previous report. **Bold Red text** indicates deficient for more than a month. **Green text** indicates a proposal has been requested. **Blue** indicates irrigation, **Orange** indicates FH Staff. **Bold underlined** is information or questions for the BOS.

1. Remove any dead Dw. India Hawthorn in the raised planter on the inbound monument.
2. Can Yellowstone pull a failing Gold Mound and submit root samples to a lab to determine if there are Root Knot Nematodes present. If present, apply a nematicide. Remove invasive vines from the Dw. Firebush. (Pic 2)



3. Pick up and dispose of all palm debris on the ground.
4. The back side of the wall along SR 64 needs to be maintained consistently. Plants are overgrown, trees need lifting and de-mossed,

weeds need to be removed. (Pics 4a & b)



SR 64, GreyHawk Blvd., Peregrin, Brambling

- Depending on the results of the Root Knot Nematode assay, we may want to rejuve cut the Gold Mound along SR 64 to see if we can get a full flush of new growth entering the growing season.
- There is pencil necking of one of the Queen Palms along the SR 64 wall. This is usually a symptom of nutrient deficiency and will take a long time to reverse. I will continue to monitor, but Yellowstone needs to ensure these palms are receiving adequate amounts (1 ½ lb. of fertilizer per 100 SF of palm canopy. Remove hanging fronds. (Pic 6)



- One of the Queen Palms behind the outbound monument has been reduced to one frond. We will continue to monitor for new leaves to emerge. (Pic 7)



- We will monitor a Drake Elm on the GreyHawk Blvd. (GHBlvd.) median leading up to the guardhouse. It is oozing sap.
- Remove all brown Fountain Grass near the sidewalk leading into the roundabout adjacent to the guardhouse.
- Remove all dead plant material on both sides of Peregrin just off GHBlvd. (Pics 10a & b)



- The Washington Palms surrounding the pond on Brambling Ct. need to be trimmed. Demoss the Oaks surrounding this pond as well.
- Reduce the height of the Sweet Viburnum surrounding the lift station at Brambling and Peregrin. Remove Brazilian Pepper. (Pic 12>)

GreyHawk Blvd. South to North

13. Treat all active fire ant mounds throughout the property. Once the mound is dead, crews must return to the mound to re-expose any turf or mulch.

14. De-moss several Oaks along GHBlvd.
(Pic 14)



15. Have any tissue samples ever been tested for fungus in this section of Sweet Viburnum along the east side of GHBlvd. north of Peregrin? Is the irrigation working 100% through all existing drip lines? If fungus is present, it will continue to spread outward. Treat accordingly. These SV are scheduled to be replaced. Some drip lines simply “end” in this area. (Pic 15a – c>)

16. Remove dead growth from Variegated Ginger along GHBlvd.



17. Yellowstone to provide irrigation wet check reports including the entire buffer along the east side of GHBlvd. there are other thinning spots in the Viburnum hedge other than the one discussed in Item 15.



Rec. Center

18. Remove hanging fronds from a couple Queen Palms in the triangular parking lot island at the Recreation Center.

19. Remove volunteer Schefflera coming up in the privet hedge between the parking lot and roundabout at the Rec. Center.

20. Cut all "brown" Purple Fountain Grass to the ground at the Rec. Center.

21. Check the turf on the Rec Center roundabout for chinch bug. Treat accordingly. Remove weeds.

22. Remove all Tree Ligustrum water shoots between the Rec. Center and pool equipment area.

23. Remove Brazilian Peppers, trim the shrubs so they do not extend through the fence of the pool equipment area and lower the Jasmine surrounding the restroom facilities. (Pic 23)



24. Remove these Loropetalum from the back side outside the pool deck. (Pic 24>)

25. De-moss the Oaks surrounding the Rec. Center pool deck.

26. Remove Brazilian Peppers from the Macho Fern beds on the back side of the pool deck.

27. Diagnose the browning Juniper on the pond side of the pool deck. Twig Blight? Treat accordingly and trim out all brown. (Pic 27)

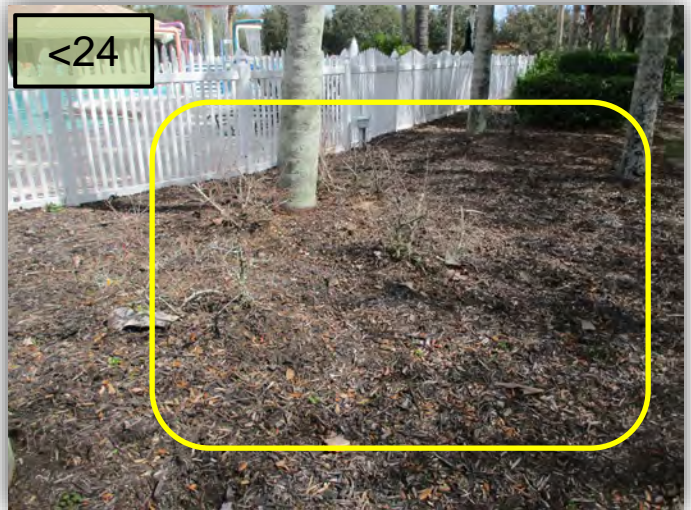


28. Drench all remaining Loropetalum surrounding the Rec. Center with a mixture of 0.5 lbs. powdered copper sulfate pentahydrate and 0.25 lbs. fresh hydrated lime to 10 gallons of water. (Pic 28>)

29. Spot treat weeds in the GHBlvd. roundabout outside the Rec. Center.

30. Are the annuals at the rear of the Petrel Trail (Deer Walk) median getting enough water? They are not as full and thriving as several other beds.

31. More trees along GHBlvd. northward need lifting.



Recreation Center, Cara Cara,

32. What is occurring with the turf on the Cara Cara Loop (south leg) median? It is all but dead. (Pic 32)



36. Turf on the north leg of Cara Cara Loop median does not look much better than the south leg. Yellowstone to provide an update. (Pic 36)



33. Remove any landscape debris (sticks, dead growth, etc.) from the ground in the new wildflower gardens at Cara Cara.



34. There is a trellis with a trained vine planted right up against a palm tree. Is this intentional. Some vines are known to choke out palms. (Pic 34>)

35. Crews need to properly prune a hanging branch from a GHBlvd. street tree north of the south leg of Cara Cara. (Pic 35>)



Cara Cara, Eagle Run, Lavender Loop, UMRR

37. Trim the Star Jasmine surrounding the Owl's Edge monument at Cara Cara north.

38. Trim the Star Jasmine at Kite Dr. monument as well and provide an update and diagnosis for the stressed turf. Is irrigation working on these medians? (Pic 38)



39. Dead head Blue Salvia at the rear tip of the Penguin Dr. median. Turf is also dry here.

40. Ensure this Roebelenii Palm on the south leg of Natureview Circle median is receiving proper amounts of fertilization. Some fronds are frizzled. (Pic 40)



41. Remove vetch weed from the Juniper in front of the Eagle Run monument. (Pic 41>)

42. Treat turf weeds in the Aster Avenue median and remove dead growth from the Flax Lilies.

43. Trim Star Jasmine at the Lavender Loop (south leg) monument.

44. The wildflower garden on the south side of Lavender Loop (north leg) needs to be cleaned up including weed removal, landscape debris removal and bed definition. De-moss Oak. (Pic 44)



45. By what date will the Purple Fountain Grass be cut to low mounds on the GHBlvd. median leading to UMRR? (Pic 45>)

46. Clean up the bed of Fakahatchee Grasses on the outbound side of GHBlvd. near the gates at UMRR. (Pic 46>)



UMRR, Fernwalk

47. I feel we need to increase our annual flower total to fill in the entire bed at the outbound monument at UMRR.

48. Yellowstone to selectively prune (perhaps even rejuve cut) several of the Sweet Viburnum toward the western end of the buffer on the south side of UMRR. (Pic 48a & b>)

49. Make sure that wetlands are not being allowed to grow over and into the CDD-maintained turf surrounding either ponds or wetland edges. This area is on the west side of Snapdragon Loop. (Pic 49>)



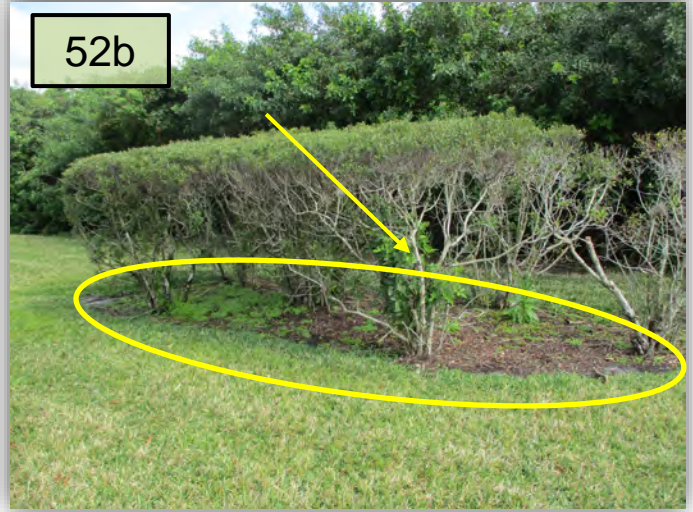
50. I feel the “treed” buffer on either side of Fernwalk Drive separating Snapdragon Loop and Petunia Terrace needs to be maintained more consistently – lift trees, de-moss trees and clean up ground plane. (Pic 50>)

Petunia, Rosemary Park

51. The Viburnum outside the wall at the Petunia cul-de-sac needs to be maintained at a consistent height. There remain a lot of volunteer Brazilian Peppers in this hedge. (Pics 51a & b)



52. Hand pull several Brazilian Peppers in several of the beds in Rosemary Park. There are also other very large weeds in the ornamental grass beds and Wax Myrtle hedges. Lift trees and treat turf weeds. (Pics 52a, b & c)



Rosemary Park, Siberian, South Wall Goldenrod, Clubhouse

53. Remove any completely dead Wax Myrtles (or dead growth) in Rosemary Park. (Pic 53)



57. Make sure the back sides of the Cedar beds at the intersection of Mulberry and Goldenrod are also being maintained, trimmed and weeded.

58. Treat dollarweed in the north Mulberry ROW turf leading up to the west leg of Honeyflower Loop.

59. What is the irrigation frequency and duration for the newly planted Dw. Asian Jasmine in the triangular islands surrounding the Mulberry roundabout?

60. Trim the Star Jasmine in front of the clubhouse. Diagnose defoliating Gold Mound. Treat accordingly. (Pic 60>)

54. Detail tree rings in Rosemary Park and line trim the sidewalk and bench area. (Pic 54)



55. Inspect another thinning area in the Sweet Viburnum hedge along the wall south of Siberian. Is this fungal? Irrigation related? Diagnose and provide an update. (Pic 55>)

56. Is Yellowstone going to be replacing the Sweet Viburnum hedge where it died out along the wall south of Goldenrod? There are several spots in several areas. Define and detail these beds. Remove weeds. (Pic 56>)



Clubhouse, Honeyflower Open Areas

- 61. Treat turf weeds between the totlot and the clubhouse.
- 62. Remove and dispose of all palm debris on the pool deck.
- 63. Trim Star Jasmine on the pool deck.
- 64. Treat weeds in the area between the pool equipment and the pickleball courts.



- 65. Does this area of runoff need to be addressed with re-grading? It is off the corner of the pool equipment area. (Pic 65)



- 66. Rake back dirt from the trunks of the trees planted around the courts. The flare root should be visible above ground. (Pic 66>)

- 67. The Purple Fountain Grass in the parking lot needs to be cut to low mounds.
- 68. Trim back the sideyard buffer as Honeyflower begins to curve to the west. (Pic 68)



- 69. At one point, this Red Maple was slated to be removed and replaced. But this was during the previous Field Manager's tenure. Do we need to re-visit another tree company to get his back on schedule? It is also on Honeyflower across from the buffer noted above. (Pic 69>)

- 70. The turf in this area on the south side of Honeyflower is really bad shape. I feel that a complete removal and replacement may be in order? (Pic 70>)



Mulberry & Buttercup, 117th Street

71. Trim the ornamental grasses in the corner pocket park at Mulberry and Buttercup. Remove voluntary vines, Spanish Needle and Brazilian Peppers. (Pic 71>

72. Sweet Viburnum are also thinning along the south side of Buttercup leading to the cul-de-sac. Diagnose and treat accordingly. (Pic 72>



73. The Wax Myrtle hedge along the wall behind the homes on the Buttercup cul-de-sac needs to be weeded.

74. Although some Viburnum have been replaced along 117th, there are areas where it is still lacking. These beds also need to be defined and weeded. Lift Oaks. There are also a lot of Brazilian Peppers.(Pic 74>



Proposals

1. Yellowstone to provide a proposal to completely remove a dead Queen Palm (including root ball) on the north side of the pool deck and replace it with a new Queen Palm 12' -14' grey wood. Proposal needs to include a working flood bubbler and the construction of a water saucer 8" -10" tall completely surrounding the root all. (Pic 1)



Tab 2

PROJECT MANUAL FOR REQUEST FOR PROPOSALS
FOR
EXTERIOR LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES
FOR

***GREYHAWK LANDING
COMMUNITY DEVELOPMENT DISTRICT
("District")***

Date of Issue: March 18, 2024
Due Date / Time: April 11, 2024, 9:00 a.m.

PROJECT MANUAL
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**GREYHAWK LANDING COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS**

Landscape & Irrigation Maintenance Services for
Greyhawk Landing CDD
Manatee County, Florida

Greyhawk Landing Community Development District (the “District”) hereby requests proposals to provide services relating to the exterior landscaping & irrigation maintenance services for Greyhawk Landing Community Development District, all as more specifically set forth in the Project Manual.

The Project Manual will be available beginning Monday, March 18, 2024, at 12:00 p.m. (EST) at the Ashlyn Park offices of Rizzetta & Co., Inc., 5020 West Linebaugh Avenue, Suite 240, Tampa, FL 33624 for the sum of \$100.00 per Project Manual. Purchase of the Project Manual is mandatory. Failure to purchase the Project Manual as specified herein will preclude the District’s consideration of a proposal submitted by the proposer. Each Project Manual will include, but not be limited to, the Request for Proposals, proposal, contract documents, project scope, technical specifications and site plan. Please make checks or money orders payable to Rizzetta & Co., Inc. **NO CASH OR CC ACCEPTED**. The Landscape Inspection Specialist shall be the contact person regarding the Project Manual. Mr. John R. Toborg can be reached by email at jtoborg@rizzetta.com.

There will be a mandatory Pre-Proposal Meeting on Friday, March 22, 2024, at 10:00 a.m. at the Greyhawk Landing Clubhouse, 12350 Mulberry Ave., Bradenton, Florida 34212. Failure to attend will preclude the District’s consideration of a proposal submitted by a non-attending proposer. The Project Manual will not be available for sale at the mandatory pre-proposal meeting but will remain available for purchase at the offices of Rizzetta & Co., Inc., 5020 West Linebaugh Avenue, Suite 240, Tampa, FL 33624 until 12:00 p.m., Wednesday, March 27, 2024.

The District is a special-purpose taxing District created by Chapter 190 Florida Statutes. The entities submitting proposals must be able to provide for the level of service as outlined in the Project Manual Disk and meet the following qualifications: (i) fully licensed and insured, (ii) 5 years minimum continuous operation (iii) experience with at least three other communities of a similar nature, size and amenity level to the Greyhawk Landing CDD project, with verifiable references on those projects, (iv) Proposer must be in good financial standing with no history of bankruptcy or financial reorganization, (v) Proposer will be encouraged to have made a site visit prior to submitting the proposal and will be responsible for 100% of their own area takeoffs, and (vi) Proposer must submit total price along with an option for two (2) one (1) year renewals with price.

The District has the right to reject any, and all proposals, make modifications to the work, and waive any minor informalities and irregularities in proposals as it deems appropriate, if it determines in its discretion that it is in the best interest of the District to do so.

Any person who wishes to protest the Project Manual, or any component thereof, shall file with the District a written notice of protest within seventy-two (72) hours after the Project Manual is made available, and shall file a formal written protest with the District within seven (7) calendar days after the date of timely filing the initial notice of protest. Filing will be perfected and deemed to have occurred upon receipt by the District Manager, Rizzetta and Company, Inc., 3434 Colwell Avenue, Ste. 200, Tampa, FL 33614. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object to or protest the contents of the District’s Project Manual. The formal written protest shall state with particularity the facts and law upon which the protest is based.

Ranking of proposals will be made by the District’s Board of Supervisors (“BOS”) based on qualifications according to the evaluation criteria contained within the Project Manual. The BOS will meet on Thursday, April 25, 2024, at 6:00 p.m. at the Greyhawk Landing Clubhouse, 12350 Mulberry Ave., Bradenton, Florida 34212 to conduct said ranking. The meeting is hereby publicly advertised. Any and all questions relative to this project shall be directed in writing, by e-mail only, to John R. Toborg at jtoborg@rizzetta.com with a copy to Belinda Blandon at bblandon@rizzetta.com no later than March 28, 2024, by 4:00 p.m. (EST). Answers will be provided to all eligible proposers by 5:00 p.m. (EST), March 29, 2024.

Firms desiring to provide services for this project must submit one (1) original, five (5) copies and one (1) digital copy, in the form of a flash drive, of the required proposal no later than 9:00 a.m. (EST) on Thursday, April 11, 2024, at the office of Rizzetta & Co., Inc., 5020 West Linebaugh Avenue, Suite 240, Tampa, FL 33624, Attention: John R. Toborg. **If you elect to mail your proposal, it must be sent via UPS, FedEx, DHL, or any other shipping company. Please do not**

send through the US Postal Service to ensure timely delivery. No official action of the District's BOS will be taken at this meeting, it is held for the limited purpose of opening the bids. The meeting is open to the public and will be conducted in accordance with the provisions of Florida law. Any person requiring special accommodations at this meeting because of a disability or physical impairment should contact the District Office at (813) 933-5571 at least five calendar days prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770, for aid in contacting the District Office. Proposals shall be submitted in one sealed opaque package, shall bear the name of the proposer on the outside of the package, and shall identify the name of the project. Proposals will be opened at the time and date stipulated above; those received after the time and date stipulated above will be returned unopened to the proposer. Any proposal not completed as specified or missing the required proposal documents as provided in the Project Manual may be disqualified.

Greyhawk Landing Community Development District
Belinda Blandon, District Manager
bblandon@rizzetta.com

Run Date: Thursday, March 14, 2024

**GREYHAWK LANDING
COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSALS**

**Exterior Landscape and Irrigation Maintenance Services
Manatee County, Florida**

Instructions to Proposers

SECTION 1. DUE DATE. Sealed proposals (including one (1) original and five (5) hard copies) and one (1) digital copy in the form of a flash drive must be received no later than Thursday, April 11, 2024, 9:00 a.m. (EST), at the offices of Rizzetta & Company, Inc., 5020 West Linebaugh Avenue, Suite 240, Tampa, FL 33624 Attention: John R. Toborg. **If you elect to mail your proposal, it must be sent via UPS, FedEx, DHL, or any other shipping company. Please do not send through the US Postal Service to ensure timely delivery.** Proposals will be publicly opened and read aloud at that time. Proposals for the District work shall be submitted in a sealed package shall bear the name of the proposer on the outside of the package and shall clearly identify the project. Proposals may be either mailed or hand-delivered. Proposals received after the time and date stipulated above will not be considered. Any proposal not completed as specified or missing the required proposal documents may be disqualified at the District's sole and absolute discretion, whether or not reasonable. Firms or individuals submit their proposals on a voluntary basis and therefore are not entitled to compensation of any kind. The District shall not be obligated or be liable for any costs incurred by proposers prior to issuance of a contract. All costs to prepare and submit a response to this RFP shall be borne by the proposer.

SECTION 2. MANDATORY PRE-PROPOSAL MEETING. Firms desiring to submit proposals for this project must attend a mandatory pre-proposal meeting on Friday, March 22, 2024, at 10:00 a.m. at the Greyhawk Landing Clubhouse, 12350 Mulberry Ave., Bradenton, Florida 34212. Failure to attend will preclude the District's consideration of a proposal submitted by a non-attending proposer.

SECTION 3. SIGNATURE ON PROPOSAL. The proposer must execute all District forms, affidavits, and acknowledgments for which signature and notary blocks are provided. If the proposal is made by an individual, that person's name and business address shall be shown. If made by a partnership, the name and business address of an authorized member of the firm or partnership shall be shown. If made by a corporation, the person signing the proposal shall show the name of the state under the laws of which the corporation was chartered. In addition, the proposal shall bear the seal of the corporation. Anyone signing the proposal as agent shall file with the proposal legal evidence of his/her authority to do so. All proposals must be completed in pen and ink, or type written. No erasures are permitted. If a correction is necessary, draw a single line through the entered figure and enter the corrected figure above it. Corrections must be initialed by the person signing the proposal.

SECTION 4. FAMILIARITY WITH THE PROJECT. Each proposer, by and through the submission of a proposal, agrees that he shall be held responsible for having heretofore examined the project site, the location of all proposed work and for having satisfied himself from his own personal knowledge and experience or professional advice as to the character, conditions, and location of the site, the nature of the turf, shrubs, trees, palms, vegetation, weeds, sprinklers and irrigation systems, roads, sidewalks and paved paths, ground, surface and subsurface, and any other conditions surrounding and affecting the work, any obstruction, the nature of any existing construction, and all other physical characteristics of the job, in order that the proposer may include in the prices which the proposer proposes

all costs pertaining to the work and thereby provide for the satisfactory landscape maintenance thereof. The proposer agrees to accept the site in an “as is” condition and hold its prices for the period set forth in this proposal package, regardless of any changes to the site that may occur from the time of proposal submission and through the time of contract award and the start of any work under the contract. The proposer, in preparing the proposal, shall take into consideration that work by other contractors may be in progress at or near the site and that the proposer shall not interfere with work done by such other contractors. No additional compensation or relief from any obligations of the contract agreement will be granted because of lack of knowledge of the site or conditions.

SECTION 5. FAMILIARITY WITH THE LAW. By submitting a proposal, the proposer is assumed to be familiar with the District’s operating rules and procedures, as well as all federal, state, and local laws, ordinances, rules and regulations that in any manner affect the provision of the requested services. Ignorance on the part of the proposer will in no way relieve it from responsibility to provide the services and fulfill such other obligations covered under the proposal in compliance with all such laws, ordinances and regulations.

SECTION 6. QUALIFICATIONS OF PROPOSER. The District contract, if awarded, will only be awarded to a responsible proposer who is qualified and has the ability to provide the services specified herein, at the sole and absolute discretion of the District. The proposer shall submit with its proposal satisfactory evidence of a history of fulfillment of similar contracts and show that it is fully prepared with the necessary organization, personnel, capital, and equipment to provide the specified services to the satisfaction of the District.

SECTION 7. COLLUSION. Proposers shall be disqualified, and their proposals rejected if the District has reason to believe that collusion may exist among the proposers, the proposer has defaulted on any previous contract or is in arrears on any previous or existing contract, or for failure to demonstrate proper licensure and business organization.

SECTION 8. INTERPRETATIONS AND ADDENDA. All questions about the meaning or intent of the Project Manual are to be directed in writing only to John R. Toborg, via e-mail at jtoborg@rizzetta.com with a copy to Belinda Blandon at bblandon@rizzetta.com. Interpretations or clarifications considered necessary in response to such questions will be issued by addenda, and delivered via email to all parties recorded as having received the Project Manual. Any inquiry or request for interpretation received before March 28, 2024, 4:00 p.m. will be given consideration. Questions will be answered only by formal written addenda, which will be binding. No interpretations will be given verbally. All questions and answers will be distributed to all proposers by 5:00 p.m. on March 29, 2024. No inquiries will be accepted from subcontractors; the proposer shall be responsible for all queries. Additionally, the District reserves the right in its sole and absolute discretion to make changes to the Project Manual up until the time of the proposal opening.

SECTION 9. SUBMISSION OF PROPOSAL. Submit one (1) original hard copy, five (5) hard copies and one (1) digital copy in the form of a flash drive of the proposal forms for the District, along with other requested attachments, at the time and place indicated herein. Submission shall be enclosed in an opaque sealed envelope, marked with the project title and name and address of the proposer and accompanied by the required documents. If the proposal is sent via shipping company or other delivery system, the sealed envelope shall be enclosed in a separate package with a notation “RESPONSE TO REQUEST FOR PROPOSALS (Greyhawk Landing Community Development District – Exterior

Landscape and Irrigation Maintenance Services) ENCLOSED” on the face of it. All costs to prepare and submit a response shall be borne by the proposer.

SECTION 10. MODIFICATIONS AND WITHDRAWAL. Proposals may be modified or withdrawn by an appropriate document duly executed and delivered to the place where Proposals are to be submitted at any time prior to the time and date the proposals are due; provided however, additional information may be requested and/or provided to evidence compliance, make non-material modifications, clarifications or supplementations, and as otherwise permitted by Florida law. No proposal may be withdrawn after opening for a period of one hundred twenty (120) days.

SECTION 11. PROJECT MANUAL. The Project Manual, including scope of work for the District, will be available beginning Monday, March 18, 2024, 12:00 p.m. (EST) (“**Proposal Pick-Up Time**”) at the offices of Rizzetta & Company, Inc., 5020 West Linebaugh Avenue, Suite 240, Tampa, FL 33624. A fee of \$100.00 is required for a complete copy of the Project Manual, checks cashier’s check or money order only. **NO CASH OR CREDIT CARD.**

SECTION 12. PROPOSAL FORMS. All blanks on the proposal forms must be completed in ink or typewritten. In making its proposal, each proposer represents that it has read and understands the Project Manual and that the proposal is made in accordance therewith, including verification of the contents of the Project Manual. Failure to supply any requested information and submit fully completed forms may result in disqualification. The District reserves the right to request additional information if clarification is necessary.

SECTION 13. BASIS OF AWARD/RIGHT TO REJECT. The District reserves the right to reject any and all District proposals in its sole and absolute discretion, whether or not reasonable, make modifications to the District work, and waive any informalities or irregularities in District proposals as it is deemed in the best interest of the District up until such time as a contract has been fully executed by both parties.

SECTION 14. CONTRACT AWARD AND SERVICE AGREEMENT TERM. Within fourteen (14) days of receipt of the Notice of Award of the District contract, or as otherwise extended by the District, the proposer shall enter into and execute a contract agreement in substantially the form included within the Project Manual. The proposer shall commence work on or near June 14, 2024, or such other date that is designated by the District in a written Notice to Proceed. Any work provided and any cost incurred by the proposer prior to receiving both the Notice of Award and the Notice to Proceed will be at the proposer’s risk unless specifically agreed to in writing by the District. If a Proposer to whom a contract is awarded forfeits and fails to execute a contract agreement with the aforementioned timeframe, the contract award may be annulled at the District’s option. If the award is annulled, the District at its sole and absolute discretion, may award the contract to the next highest ranked Proposer for the contract work, re-advertise, perform the work by day/temporary labor, or through in-house operations. The District and the selected contractor (“Contractor”) will execute a contract for a specified term. Upon expiration or termination of any existing contract for landscape maintenance services, Contractor, if requested by the District, agrees to perform the services on a month-to-month basis until either party has provided the other party written notice of its election to renew or terminate the contract agreement. This RFP does not guarantee that a contract will be awarded. The District reserves the exclusive right to reject any and all proposals. The District reserves the right to award by items, groups or items, or total proposal.

SECTION 15. CHANGES/MODIFICATIONS. The District reserves the right to order changes in its scope of work and resulting contract. The successful proposer has the right to request an equitable price adjustment in cases where modifications to the contract under the authority of this clause result in increased costs to the Contractor. Price adjustments will be based on the prices proposed by the Contractor in response to this solicitation. Any contract resulting from this solicitation may be modified upon written and mutual consent of both parties.

SECTION 16. INSURANCE. All proposers shall include as part of their proposal a current Certificate of Insurance, or equivalent information, demonstrating the company's insurance coverage and the ability to meet at least the insurance coverage requirements set forth in the form of contract included within the Project Manual. In the event the proposer is notified of award for the District work, it shall provide proof of Insurance Coverage requested, identifying the District, its officers, employees and agents as additional insureds, as more specifically to be stated in the contract to be executed, within fourteen (14) calendar days after notification, or within such approved extended period as may be granted.

SECTION 17. FINANCIALS. In evaluating and scoring the proposals, the District will consider the financial capability of each proposer, and as such each proposer should submit relevant information regarding financial capability. In the event the proposer is notified of award, the District may in its sole discretion require that the proposer provide sufficient proof of financial capability, including, if requested, audited financial statements from the last three years.

SECTION 18. INDEMNIFICATION. The successful proposer for the District work shall fully indemnify, defend and hold harmless the District and its officers, agents, and employees from and against all claims, damages, costs and losses arising, in whole or in part, as more fully set forth in the Contract form, to be executed.

SECTION 19. LIMITATION OF LIABILITY. Nothing herein shall be construed as or constitute a waiver of the District's limitations on liability contained in section 768.28, Florida Statutes, or other statute or law.

SECTION 20. PROPOSAL INFORMATION. All proposals should include the following information, among other things described herein:

- A. All completed and executed forms set forth in the Project Manual.
- B. A listing of the position / title and corporate responsibilities of key management or supervisory personnel (forms attached). Include resumes for each person listed, and list years of experience in present position for each party listed and years of related experience.
- C. Describe proposed staffing levels, including information on current operations, administrative, maintenance and management staffing of both a professional and technical nature, including resumes for staff at or above the project manager level.
- D. Information related to other projects of similar size and scope for which proposer has provided, or is currently providing, landscape and irrigation maintenance services (forms attached).

- E. At least three references from projects of similar size and scope. The proposer should include information relating to the work it conducted for each reference as well as a name, address and phone number of a contact person.
- F. A narrative description of the proposer's approach to providing the services as described in the scope of services provided herein.
- G. Completed proposal pricing. All responses must itemize the cost for each of the items described in the Project Manual and break out all costs, such as the number of mowings by month, dollar value by event, etc.

SECTION 21. PROTESTS. Any protest relating to the Project Manual, including but not limited to protests relating to the proposal notice, the proposal instructions, the proposal forms, the contract form, the scope of work, the map, the specifications, the evaluation criteria, the evaluation process established in the Project Manual, or any other issues or items relating to the Project Manual, must be filed in writing, within seventy-two (72) hours (excluding Saturdays, Sundays, and official holidays of the State of Florida) after the Proposal Pick-Up Time, and any protest relating to a decision regarding a contract award or rejection of proposal(s) must be filed within seventy-two (72) hours (excluding Saturdays, Sundays, and official holidays of the State of Florida) after issuance of a notice of such a decision. Such protests must be filed at: **3434 Colwell Avenue, Ste. 200, Tampa, FL 33614 - Attention: District Manager.** A formal protest setting forth with particularity the facts and law upon which the protest is based shall be filed within seven (7) calendar days after the initial notice of protest was filed. Failure to timely file a notice of protest or failure to timely file a formal written protest shall constitute a waiver of any right to object or protest relating to the aforesaid Project Manual.

SECTION 22. PROTEST BOND. Any proposer who files a Notice of Protest protesting the Project Manual, a proposal rejection, or a proposal award shall post with the District at the time of filing (within 72 hours as referenced in Section 22 above), a protest bond payable to the District. The protest bond for protesting the Project Manual shall be in the amount of ten thousand dollars (\$10,000.00). Notwithstanding the District's operating rules, the protest bond for protesting a proposal rejection or proposal award shall be in an amount equal to ten percent (10%) of the value of the solicitation, but in no case less than ten thousand dollars (\$10,000.00). Bonds shall be by a U.S. postal service money order, certified, cashier's check or such other form of surety as the District's Staff may approve. All bonds shall be made payable to the District. Failure to post such bond within the requested time period shall result in the protest being dismissed by the District, with the proposer afforded no relief.

If the person or firm protesting the award prevails, the bond shall be returned to the protestor; however, if, after completion of a formal protest hearing in which the District prevails, the bond shall be applied to payment of the costs and attorney fees incurred by the District relative to the protest. The entire amount of the bond shall be forfeited if the District determines that a protest was filed for a frivolous or improper purpose, including, but not limited to, the purpose of harassing, causing unnecessary delay, or causing needless cost for the District or other parties. No proposer shall be entitled to recover any costs of proposal preparation from the District, regardless of the outcome of any protest.

SECTION 23. EVALUATION OF PROPOSALS. The proposals shall be ranked based on the criteria presented in the Evaluation Criteria sheet(s), contained within the Project Manual. Price will be one factor used in determining the proposal that is in the best interest of the District, but the District explicitly reserves the right to make such award to other than the lowest price proposal. The District's Board of

Supervisors shall review and evaluate the proposals in their individual discretion and make any final determination with respect to the award of a final contract that is in the best interests of the District. Proposals may be held for a period not to exceed 120 days from the date of proposal opening for the purposes of reviewing the proposals and investigating the qualifications of the proposers, prior to executing a contract agreement. During this time, all provisions of the submitted proposal must be in effect, including pricing. The District may visit the proposer's facilities as part of the evaluation process.

SECTION 24. BLACK OUT PERIOD/CONE OF SILENCE. The black out period is defined as between the time the request for proposals is issued and the time the respective Boards award the contract. During this black out period, any attempt to influence the thinking of staff or officials related to a solicitation for goods or services, in person, by mail, by facsimile, by telephone, by electronic mail, or by any other means of communication, will result in disqualification of their award and/or contract. This does not apply to pre-solicitation conferences, contract negotiations, or communications with staff not concerning this solicitation. Do not attempt to contact any Board member, staff member or any person other than the appointed staff for questions related to this project. Anyone attempting to lobby District representatives will be disqualified.

SECTION 25. PRICING. Proposers shall submit their price information on the supplied forms with all blank spaces completed. Proposers shall also sign the required forms. Each line item shall be clearly stated and cover all charges including incidental expenses, applicable taxes, insurance, overhead and profit. Proposers will not be allowed to make any substitutions in materials, quantities or frequencies during the proposal process. Proposers shall guarantee that their pricing shall not increase throughout the term of the contract agreement executed.

SECTION 26. MANDATORY AND PERMISSIVE REQUIREMENTS. Notwithstanding anything else within the Project Manual, the only mandatory requirements of this Project Manual are that each proposer must be authorized to do business in Florida and hold all required state and federal licenses in good standing. All other requirements set forth in the Project Manual shall be deemed "permissive," in that a proposer's failure to meet any requirement described in mandatory terms such as "shall," "will," "mandatory," or similar language does not automatically disqualify the proposer's proposal, but instead in the Board's and or staff's discretion may result in the disqualification of a proposal or alternatively may be taken into account in the evaluation and scoring of the proposal.

SECTION 27. REFERENCE TERMS. Any headings in this document are for the purposes of reference only and shall not limit or otherwise affect the meaning thereof. Any reference to gender shall be construed to include all genders, firms, partnerships and corporations. References in the singular shall be construed to include the plural and references in the plural shall be construed to include the singular. Any reference to the "District" shall be construed to refer to the Greyhawk Landing Community Development District and the District shall be the authority for all matters concerning the District and the District's resulting contract.

SECTION 28. ADDITIONAL TERMS AND CONDITIONS. No additional terms and conditions included with the Proposal response shall be evaluated or considered and any and all such additional terms and conditions shall have no force and effect and are inapplicable to the Proposal. If submitted either purposefully through intent or design or inadvertently appearing separately in transmitting letters, specifications, literature, price lists or warranties, it is understood and agreed the general and special conditions in this solicitation are the only conditions applicable to this proposal and the proposer's authorized signature affixed to the proposal attests to this.

**GREYHAWK LANDING
COMMUNITY DEVELOPMENT DISTRICT
REQUEST FOR PROPOSAL
LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES**

EVALUATION CRITERIA

1. Personnel (15 Points Possible) (___ Points Awarded)

(E.g., skill set and experience of key management and assigned personnel, including the project manager and other specifically trained individuals who will manage the property; present ability to manage this project; proposed staffing levels, etc. Skill set includes certification, technical training, and experience with similar projects. Please include resumes, certifications, etc. with bid.)

Management and Supervisory Personnel

Name	Years Exp.	Position/Certifications	Duties and Responsibilities
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____

Proposed Staffing Levels

Landscape maintenance staff will include: _____ laborers, _____ supervisors, and _____ technical personnel. In addition, list any personnel with technical expertise that will be utilized on this project. (Such as pesticide, herbicide application, arborist or horticulturist, etc.)

Name	Years Exp.	Position/Certifications	Duties and Responsibilities
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____

Irrigation Maintenance staff will include: _____ laborers, _____ supervisors, and _____ technical personnel. In addition, list any personnel with technical expertise that will be utilized on this project. (Such as CITs, or those knowledgeable in the specific irrigation operating systems on the project, etc.)

Name	Years Exp.	Position/Certifications	Duties and Responsibilities
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____

2. Experience (20 Points Possible) (____ Points Awarded)

(E.g., past & current record and experience of the respondent in similar projects, volume of work previously awarded to the firm; past performance in any other contracts; subcontractor listing, inventory of all equipment, etc.)

1. Project Name/Location: _____
 Contact: _____ Contact Phone: _____
 Project Type/Description: _____
 Dollar Amount of Contract: _____
 Your Company's Detailed Scope of Services for Project: _____

 Duration of Contract: START DATE: _____ END DATE: _____

2. Project Name/Location: _____
 Contact: _____ Contact Phone: _____
 Project Type/Description: _____
 Dollar Amount of Contract: _____
 Your Company's Detailed Scope of Services for Project: _____

Experience cont.

Duration of Contract: START DATE: _____ END DATE: _____

3. Project Name/Location: _____

Contact: _____ Contact Phone: _____

Project Type/Description: _____

Dollar Amount of Contract: _____

Your Company's Detailed Scope of Services for Project: _____

Duration of Contract: START DATE: _____ END DATE: _____

4. Project Name/Location: _____

Contact: _____ Contact Phone: _____

Project Type/Description: _____

Dollar Amount of Contract: _____

Your Company's Detailed Scope of Services for Project: _____

Duration of Contract: START DATE: _____ END DATE: _____

5. Project Name/Location: _____

Contact: _____ Contact Phone: _____

Project Type/Description: _____

Dollar Amount of Contract: _____

Your Company's Detailed Scope of Services for Project: _____

Duration of Contract: START DATE: _____ END DATE: _____

3. Understanding Scope of RFP (10 Points Possible) (____ Points Awarded)

Does the proposal demonstrate an understanding of the District’s needs for the services requested? Does it provide all information as requested by the District including product specifications, pricing, scheduling, staffing, qualifications, etc.? Have all documents been completed as directed and information requested been provided? Does it demonstrate clearly the ability to perform these services?

4. Financial Capacity (5 Points Possible) (____ Points Awarded)

Demonstration of financial resources and stability as a business entity necessary to implement and execute the services required as discussed in Landscape and Irrigation Maintenance Agreement. At a minimum, Proposer must include proof of ability to provide insurance coverage as required by the District as well as “Compiled” Financial Statements current to within twelve (12) months.

5. Price (35 Points Possible) (____ Points Awarded)

A full thirty-five (35) points will be awarded to the Proposer submitting the lowest bid for Parts 1 - 4 (the Contract Amount). AN AVERAGE OF ALL THREE YEARS IS TO BE CONSIDERED WHEN AWARDING POINTS FOR PRICING - THE INITIAL TERM AND THE FIRST AND SECOND ANNUAL RENEWALS. All other proposers will receive a percentage of this amount based upon a formula which divides the low bid by the proposer’s bid and is then multiplied by the number of points possible in this part of the Price evaluation. *

* Contractor “A” turns in a bid of \$210,000 and is deemed to be low bid and will receive the full 35 points. Contractor “B” turns in a bid of \$265,000. Bid “A” is divided by Bid “B” then multiplied by the number of points possible (35). $(210,000/265,000) \times 35 = 27.74$. Therefore, Contractor “B” will receive 27.74 of 35 possible points. Contractor “C” turns in a bid of \$425,000. Bid “A” is divided by Bid “C” then multiplied by the number of points possible (35). $(210,000/425,000) \times 35 = 17.29$. Therefore, Contractor “C” will receive 17.29 of 35 points.

6. Reasonableness of ALL Numbers (15 Points Possible) (____ Points Awarded)

Up to fifteen (15) points will be awarded as to the reasonableness of ALL numbers, quantities & costs (including, but not limited to fertilizer quantities, based on Contractor’s field measurements) provided in Parts 1,2,3,4, 5 & 6.

Proposer’s Total Score (100 Points Possible) (____ Points Awarded)

END

Once proposals are received for the District, the District's Board of Supervisors will review each submittal related to the District and score each proposal based on the evaluation criteria, information provided in response to reference checks and any other information available to the District and permitted to be used under law. The District's award will be based on the proposal that is most advantageous to the District.

The District also reserves the right to seek clarification from prospective firms on any issue in a response for the District, invite specific firms for site visits or oral presentations, or take any action it feels necessary to properly evaluate the submissions and construct a solution in the District's best interest. Failure to submit the requested information or required documentation may result in the lessening of the proposal score or the disqualification of the proposal response.

Do not attempt to contact any District Board member, staff member or any person other than the appointed staff (John R. Toborg at jtoborg@rizzetta.com) for questions relating to this RFP. Anyone attempting to lobby District representatives will be disqualified.

It is anticipated that the District's Board of Supervisors will meet to evaluate District proposals on Thursday, April 25, 2024, 6:00 p.m., but the District reserves the right to reschedule any such meeting.

AFFIDAVIT OF ACKNOWLEDGMENTS

STATE OF _____
COUNTY OF _____

Before me, the undersigned authority appeared the affiant, _____, and having taken an oath, affiant, based on personal knowledge, deposes and states:

1. I am over eighteen (18) years of age and competent to testify as to the matters contained herein. I serve in the capacity of _____ for _____ (“**Proposer**”) and am authorized to make this Affidavit of Acknowledgments on behalf of Proposer.

2. I assisted with the preparation of and have reviewed; the Proposer’s proposal (“**Proposal**”) provided in response to the Greyhawk Landing Community Development District proposal for landscape and irrigation maintenance services. All of the information provided therein is full and complete, and truthful and accurate. I understand that intentional inclusion of false, deceptive or fraudulent statements, or the intentional failure to include full and complete answers, may constitute fraud; and, that the District may consider such action on the part of the Proposer to constitute good cause for rejection of the proposal.

3. I do hereby certify that the Proposer has not, either directly or indirectly, participated in collusion or proposal rigging.

4. The Proposer agrees through submission of the Proposal to honor all pricing information one hundred and twenty (120) days from the opening of the proposals, and if awarded the contract on the basis of this Proposal to enter into and execute the contract in the form included in the Project Manual within fourteen (14) days after receiving a notice of award or in a timeframe as may be extended by the District.

5. The Proposer acknowledges the receipt of the complete Project Manual as provided by the District and as described in the Project Manual’s Table of Contents, as well as the receipt of the following Addendum No.’s: _____

6. By signing below, and by not filing a protest within the seventy-two (72) hour period after the Proposal Pick-Up Time, the Proposer acknowledges that (i) the Proposer has read, understood, and accepted the Project Manual; (ii) the Proposer has had an opportunity to consult with legal counsel regarding the Project Manual; (iii) the Proposer has agreed to the terms of the Project Manual; and (iv) the Proposer has waived any right to challenge any matter relating to the Project Manual, including but not limited to any protest relating to the proposal notice, proposal instructions, the proposal forms, the contract form, the scope of work, the map, the specifications, the evaluation criteria, the evaluation process established in the Project Manual, or any other issues or items relating to the Project Manual.

7. The Proposer authorizes and requests any person, firm or corporation to furnish any pertinent information requested by the Greyhawk Landing Community Development District, or its authorized agents, deemed necessary to verify the statements made in the Proposal, or regarding the ability, standing, integrity, quality of performance, efficiency, and general reputation of the Proposer.

Under penalties of perjury under the laws of the State of Florida, I declare that I have read the foregoing Affidavit of Acknowledgments and that the foregoing is true and correct.

Dated this _____ day of _____, 20__.

Proposer: _____

By: _____

Title: _____

STATE OF _____

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of __ physical presence or __ online notarization this ____ day of _____, 20 __, by _____ of _____, who is personally known to me or who has produced _____ as identification, and did [] or did not [] take the oath.

Notary Public, State of Florida
Print Name: _____
Commission No.: _____
My Commission Expires: _____

PROPOSAL FORM
FOR
EXTERIOR LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES
FOR

GREYHAWK LANDING
COMMUNITY DEVELOPMENT DISTRICT

TO BE SUBMITTED TO:

GREYHAWK LANDING
COMMUNITY DEVELOPMENT DISTRICT
c/o John R. Toborg, Manager – Landscape Inspection Services Division
on or before Thursday, April 11, 2024, 9:00 a.m. (EST)

TO: Greyhawk Landing Community Development District

FROM: _____
(Proposer)

In accordance with the Request for Proposals for Exterior Landscape and Irrigation Maintenance for Greyhawk Landing Community Development District the undersigned proposes to provide all services as described in the detailed Scope and/or Specifications for the District.

All proposals shall be in accordance with the Project Manual.

**GREYHAWK LANDING
COMMUNITY DEVELOPMENT DISTRICT
EXTERIOR LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES
PROPOSAL FORM**

I, _____ REPRESENTING _____ Company and/or Corporation, agree to furnish the services required in the scope/specifications at the following prices:

I. Annual Contract Proposal Amount:

A. Annual Total (INITIAL TERM)	\$ _____ <i>(Contract Total - Parts 1 thru 4)</i>
Annual Total (1st ANNUAL RENEWAL)	\$ _____ <i>(Contract Total - Parts 1 thru 4)</i>
Annual Total (2ND ANNUAL RENEWAL)	\$ _____ <i>(Contract Total - Parts 1 thru 4)</i>

NAME OF PROPOSER: _____

ADDRESS: _____

PHONE: _____ EMAIL: _____

SIGNATURE: _____

PRINTED NAME: _____

TITLE: _____

DATE: _____

QUALIFICATION STATEMENT

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PROPOSER QUALIFICATION STATEMENT

LISTING OF CORPORATE OFFICERS

AFFIDAVIT FOR INDIVIDUAL

AFFIDAVIT FOR PARTNERSHIP

AFFIDAVIT FOR CORPORATION

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

**GREYHAWK LANDING
COMMUNITY DEVELOPMENT DISTRICT**

**PROPOSER'S QUALIFICATION STATEMENT
EXTERIOR LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES**

(Name of Proposer)

6. Is the Proposer incorporated in the State of Florida? Yes () No ()

6.1 If yes, provide the following:

- Is the Company in good standing with the Florida Department of State, Division of Corporations? Yes () No ()

If no, please explain: _____

- Date incorporated _____ Charter No. _____

6.2 If no, provide the following:

- The State with whom the Proposer's company is incorporated. _____

- Is the company in good standing with the State? Yes () No ()

If no, please explain: _____

- Date incorporated _____ Charter No. _____

- Is the Proposer's company authorized to do business in the State of Florida? Yes () No ()

6.3 If Proposer is not incorporated, please identify the type of business entity. (i.e.: Limited Liability Company, Partnership, etc.) and the number of years Proposer has been in the business of providing landscape services.

7. Has the Proposer's company provided services for a community development district or similar community previously? Yes () No ()

7.1 If yes, provide the following:

- Number of contracts Proposer has executed with community development districts and/or similar communities during the past five (5) years and the names of the entities as well as the length of the contract and whether each such community is still a current client.

8. List the Proposer's total annual dollar value of comparable contracts for each of the last three (3) years starting with the latest year and ending with the most current year

(21) _____, (22) _____, (23) _____.

9. What are the Proposer's current insurance limits?

General Liability \$ _____
Automobile Liability \$ _____
Umbrella Coverage \$ _____
Workers Compensation \$ _____
Expiration Date _____

10. Please state whether or not the Proposer or any of its affiliates are presently barred or suspended from bidding or contracting on any state, local, or federal contracts in any state(s)? Yes () No () If so, state the name(s) of the company (ies)_____

The state(s) where barred or suspended. _____
State the period(s) of debarment or suspension. _____

11. Has the Proposer ever failed to fulfill its obligations under any contract awarded to it? Yes () No () If so, where, and why? _____

12. Has any officer or partner of the Proposer ever been an officer, partner, or owner of some other organization that has failed to fulfill job duties or otherwise complete a contract? Yes () No () If so, state name of individual, other organization, and reason, therefore.

13. List any and all litigation to which the Proposer, any personnel to work at Greyhawk Landing, any officer and/or employee of the Proposer has been a party in the last five (5) years. _____

14. Has the Proposer or any of its affiliates ever been either disqualified or denied prequalification status by a governmental entity? Yes () No () If so, discuss the circumstances surrounding such denial or disqualification as well as the date thereof. _____

15. List five (5) current clients including contact persons and telephone numbers as well as their contract value and length of service: _____

16. List three (3) jobs (including company, contact person, and telephone number) lost in the previous twelve (12) months and the reason(s) why:

17. Attach current financial statements, prepared within the last one hundred eighty (180) days, showing current financial resources, liabilities, capital equipment and historical financial performance for the past one year.
18. Attach any certifications or documentation regarding educational experience of key personnel that would assist the District(s) in evaluating the quality and experience of such personnel.
19. Key Personnel: Describe any experience of the principal individuals (Foremen, Superintendents, etc.) who are responsible for the actual landscape & irrigation maintenance work of your organization and who will be assigned to this contract if awarded to contractor.

Name	Position
------	----------

Type of Work	Yrs. Exp.	Yrs. With Firm
--------------	-----------	----------------

Name	Position
------	----------

Type of Work	Yrs. Exp.	Yrs. With Firm
--------------	-----------	----------------

Name	Position
------	----------

Type of Work	Yrs. Exp.	Yrs. With Firm
--------------	-----------	----------------

Name _____ Position _____

Type of Work _____ Yrs. Exp. _____ Yrs. With Firm _____

Name _____ Position _____

Type of Work _____ Yrs. Exp. _____ Yrs. With Firm _____

The undersigned hereby authorize(s) and request(s) any person, firm or corporation to furnish any pertinent information requested by the Greyhawk Landing CDD or their authorized agents, deemed necessary to verify the statements made in this document or documents attached hereto, or necessary to determine whether the Greyhawk Landing CDD should consider the Proposer for bidding on the landscape services request for proposals, including such matters as the Proposer's ability, standing, integrity, quality of performance, efficiency and general reputation.

Name of Proposer

By: _____

[Type Name and Title of Person Signing]

This _____ day of _____, 20__.

(Corporate Seal)

Sworn to before me this _____ day of _____, 20__.

(Seal) _____ Notary Public/Expiration Date

CORPORATE OFFICERS

Company Name _____ Date _____

Provide the following information for Officers of the Proposer and parent company, if any.

NAME FOR PROPOSER	POSITION OR TITLE	CORPORATE RESPONSIBILITIES	INDIVIDUAL'S RESIDENCE CITY, STATE
FOR PARENT COMPANY (if applicable)			

AFFIDAVIT FOR INDIVIDUAL

State of _____

ss:

County of _____

_____, being duly sworn, deposes and says that the statements and answers to the questions concerning the qualification statement and corporate officers contained herein are correct and true as of this date; and that he/she understands that intentional inclusion of false, deceptive or fraudulent statements on this statement constitutes fraud; and will be considered such action on the part of the Proposer to constitute good cause for rejecting Proposer's proposal.

(Proposer must also sign here)

Acknowledged before me by means of ___ physical presence or ___ online notarization this _____ day of _____, 20___, by _____ who is () personally known to me or () has produced _____ as identification.

Notary Public, State of _____
Print Name: _____
Commission No.: _____
My Commission Expires: _____

AFFIDAVIT FOR PARTNERSHIP

State of _____ ss:

County of _____

_____, is a member of the firm of _____, being duly sworn, deposes and says that the statements and answers to the questions concerning the qualification statement and corporate officers are correct and true as of the date of this affidavit; and, that he/she understands that intentional inclusion of false, deceptive or fraudulent statements on this statement constitutes fraud; and such action on the part of the Proposer will be considered to constitute good cause for rejecting Proposer's proposal.

(Signature of a General Partner is Required)

Acknowledged before me by means of ___ physical presence or ___ online notarization this _____ day of _____, 20__, by _____ who is () personally known to me or () has produced _____ as identification.

Notary Public, State of _____

Print Name: _____

Commission No.: _____

My Commission Expires: _____

AFFIDAVIT FOR CORPORATION

State of _____

ss:

County of _____

(title) _____
of the _____

(a corporation described herein) being duly sworn, deposes and says that the statements and answers to the questions in the foregoing concerning the qualification statement and corporate officers are correct and true as of the date of this affidavit; and, that he/she understands that intentional inclusion of false, deceptive or fraudulent statements in this statement constitutes fraud; and such action on the part of the Proposer will be considered good cause for rejection of Proposer's proposal.

(Officer must also sign here)

CORPORATE SEAL

Acknowledged before me by means of ___ physical presence or ___ online notarization this _____ day of _____, 20___, by _____ who is () personally known to me or () has produced _____ as identification.

Notary Public, State of _____
Print Name: _____
Commission No.: _____
My Commission Expires: _____

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

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

1. This sworn statement is submitted to Greyhawk Landing Community Development District.
2. This sworn statement is submitted by _____
(Print Name of Entity Submitting Sworn Statement)
whose business address is _____
and (if applicable) its Federal Employer Identification Number (FEIN) is _____
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:)
3. My name is _____ and my relationship to the entity named above is _____.
4. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1) (b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in Paragraph 287.133(1) (a), Florida Statutes, means:
 - A) A predecessor or successor of a person convicted of a public entity crime; or,
 - B) An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting 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.

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

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

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

The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity or an affiliate of the entity, has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND (please indicate which additional statement applies):

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

The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before an Administrative Law Judge of the State of Florida, Division of Administrative Hearings. The final order entered by the Administrative Law Judge determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)

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

[CONTINUED ON NEXT PAGE]

Date: _____

STATE OF _____
COUNTY OF _____

Acknowledged before me by means of __ physical presence or __ online notarization this _____ day of _____, 20__, by _____ who is () personally known to me or () has produced _____ as identification.

Notary Public, State of _____
Print Name: _____
Commission No.: _____
My Commission Expires: _____

**SWORN STATEMENT PURSUANT TO SECTION 287.135(5), FLORIDA STATUTES, REGARDING
SCRUTINIZED COMPANIES WITH ACTIVITIES IN SUDAN LIST OR SCRUTINIZED
COMPANIES WITH ACTIVITIES IN THE IRAN PETROLEUM ENERGY SECTOR LIST**

***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 Waterlefe Community Development District (“District”).
2. I am over eighteen (18) years of age and competent to testify as to the matters contained herein. I serve in the capacity of _____ for _____ (“Proposer”) and am authorized to make this Sworn Statement on behalf of Proposer.
3. Proposer’s business address is: _____

4. Proposer’s Federal Employer Identification Number (FEIN) is: _____
(If the Proposer has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.)
5. I understand that, subject to limited exemptions, Section 287.135, Florida Statutes, declares a company that at the time of proposing or submitting a proposal for a new contract or renewal of an existing contract is 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, is ineligible for, and may not proposal on, submit a proposal for, or enter into or renew a contract with a local governmental entity for goods or services of \$1 million or more.
6. Based on information and belief, at the time the Proposer submitting this sworn statement submits its proposal to the District, neither the Proposer, nor any of its officers, directors, executives, partners, shareholders, members, or agents, is listed on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.
7. If awarded the contract, the Proposer will immediately notify the District in writing if either the entity, or any of its officers, directors, executives, partners, shareholders, members, or agents, is placed on either the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

Under penalties of perjury under the laws of the State of Florida, I declare that I have read the foregoing Sworn Statement and all of the information provided is true and correct.

Dated this _____ day of _____, 2024.

Proposer: _____

By: _____

Title: _____

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of () physical presence or () online notarization this ____ day of _____, 2024, by _____ of _____, who is personally known to me or who has produced _____ as identification, and did [] or did not [] take the oath.

Notary Public, State of Florida
Print Name: _____
Commission No.: _____
My Commission Expires: _____

**GREYHAWK LANDING
COMMUNITY DEVELOPMENT DISTRICT**

PROPOSED LANDSCAPE MAINTENANCE AGREEMENT

**GREYHAWK LANDING COMMUNITY DEVELOPMENT DISTRICT
LANDSCAPE & IRRIGATION MAINTENANCE SERVICES AGREEMENT**

THIS AGREEMENT (“Agreement”) is made and entered into this ___ day of _____, 20___, by and between:

Greyhawk Landing Community Development District, a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, being situated in Manatee County, Florida, and having offices at c/o Rizzetta & Company, Inc., 3434 Colwell Avenue, Ste. 200, Tampa, Florida 33614 (“**District**” or “**CDD**”); and

_____ (the “**Contractor**,” and collectively with the District, the “**Parties**”).

RECITALS

WHEREAS, the District was established for the purpose of planning, financing, constructing, operating and/or maintaining certain infrastructure, including landscaping and irrigation; and

WHEREAS, the District has a need to retain an independent contractor to provide, for certain lands within the District, certain landscape and irrigation maintenance services; and

WHEREAS, Contractor desires to provide such services, and represents that it is qualified to do so in accordance with its proposal submitted to the District;

NOW, THEREFORE, in consideration of the mutual covenants contained in this Agreement, it is agreed that the Contractor is hereby retained, authorized, and instructed by the District to perform in accordance with the following covenants and conditions, which both the District and the Contractor have agreed upon:

1. **INCORPORATION OF RECITALS.** The recitals stated above are true and correct and are incorporated by reference as a material part of this Agreement.

2. **CONTRACTOR OBLIGATIONS.**

- a. **Scope of Services.** The Contractor shall provide the services described in the Scope of Services attached hereto as **EXHIBIT A** and for the areas identified in the Landscape Maintenance Areas Exhibit attached hereto as **EXHIBIT C** (“**Work**”). The Contractor agrees that the Landscape Maintenance Areas Exhibit attached hereto as **EXHIBIT C** is the District’s best estimate of the District’s landscape needs, but that other areas may also include landscaping that requires maintenance. The Contractor agrees that the District may, in its discretion, add up to 0.5 acre(s) of landscaping area to the Work, with no adjustment to price. Additionally, the Contractor agrees that the District may in its discretion and at any time add

maintenance relating to certain “Optional Areas” as designated in **Exhibit C** to the Work, using the pricing set forth in **Exhibit B**. The Contractor shall perform the Work consistent with the presently established, high quality standards of the District, and shall assign such staff as may be required for coordinating, expediting, and controlling all aspects of the Work. Contractor shall solely be responsible for the means, manner and methods by which its duties, obligations and responsibilities are met to the satisfaction of the District. Notwithstanding any other provision of this Agreement, the District reserves the right in its discretion to remove from this Agreement any portion of the Work and to separately contract for such services. In the event that the District contracts with a third party to install certain landscaping or to otherwise perform services that might otherwise constitute a portion of the Work, Contractor agrees that it will be responsible for any such landscaping installed by the third party, and shall continue to perform all other services comprising the Work, including any future services that apply to the landscaping installed by the third party or to the areas where services were performed by the third party.

- b. **Acceptance of Site.** By executing this Agreement, the Contractor agrees that the Contractor was able to inspect the site prior to the time of submission of the bid, and that the Contractor agrees to be responsible for the care, health, maintenance, and replacement, if necessary, of the existing landscaping, in its current condition, and on an “as is” basis. The Contractor shall be strictly liable for the decline or death of any plant material, regardless of whether such decline or death is due to the negligence of the Contractor, and except that the Contractor shall not be responsible for fire, cold, storm or wind damage, incurable or uncontrollable diseases, or damage due to vandalism. Upon the occurrence of any such exceptions, Contractor shall immediately notify the District. Contractor shall replace, at Contractor’s expense, all plant material that, in the opinion of the District, fails to maintain a healthy, vigorous condition as a result of the Contractor’s failure to perform the Work specified herein. No changes to the compensation set forth in this Agreement shall be made based on any claim that the existing landscaping was not in good condition or that the site was unsuitable for such landscaping.
- c. **Manner of Contractor’s Performance.** The Contractor agrees, as an independent contractor, to undertake the Work as specified in this Agreement or any Additional Services Order (defined herein) issued in connection with this Agreement. All Work shall be performed in a neat and professional manner reasonably acceptable to the District and shall be in accordance with industry standards, such as USF, IFAS, etc. The performance of all services by the Contractor under this Agreement and related to this Agreement shall conform to any written instructions issued by the District.
- d. **Discipline, Employment, Uniforms.** Contractor shall maintain at all times strict discipline among its employees and shall not employ for work on the project any person unfit or without sufficient skills to perform the job for which such person is employed. All laborers and foremen of the Contractor shall perform all Work on

the premises in a uniform to be designed by the Contractor. The shirt and pants shall be matching and consistent. At the start of each day, the uniform shall be reasonably clean and neat. No shirtless attire, no torn or tattered attire or slang graphic T-shirts are permitted. No smoking in or around the buildings will be permitted. Rudeness or discourteous acts by Contractor employees will not be tolerated. No Contractor solicitation of any kind is permitted on property.

- e. ***Scheduling.*** In the event that time is lost due to heavy rains (“**Rain Days**”), the Contractor agrees to reschedule its employees and divide their time accordingly to complete all scheduled services during the same week as any Rain Days. The Contractor shall provide services on **Saturdays** if needed to make up Rain Days with prior notification to and approval by, the District Representatives (defined herein). All mowing operations should begin on Monday morning to minimize need for using Saturdays for “make up” days.

- f. ***Protection of Property.*** Contractor in conducting the Work shall use all due care to protect against any harm to persons or property. If the Contractor’s acts or omissions result in any damage to property within the District, including but not limited to damage to landscape lighting and irrigation system components, entry monuments, etc., the Contractor shall immediately notify the District and promptly repair all damage – and/or promptly replace damaged property – to the satisfaction of the District.

- g. ***Reporting Services.*** The Contractor agrees to meet with a District representative (Landscape Specialist), when requested, to walk the property to discuss conditions, schedules, and items of concern regarding this Contract. At that time, the Landscape Specialist will compile a list of landscape related items (Landscape Inspection Report) that should be performed before the next walk through or other designated time. The Contractor shall be required to provide, in writing, (within seven (7) calendar days) what actions shall be taken to remedy those findings within the Landscape Inspection Report. Response shall include a timeline as to when items shall be completed as well as diagnosis and treatment plans for those items requiring such. If the Contractor does not provide a response within the specified time, the first offense will result in a written warning; the second offense will result in a second written warning and the Board of Supervisors for the District will be notified; the third offense may terminate this contract for cause at the District’s discretion. If the deficient items have not been rectified to the District’s satisfaction within the stated time provided in the response to the Landscape Inspection Report, (but in no circumstance no longer than a 1-month period), the District reserves the right to subcontract out such work and withhold the cost of such work from the Contractor’s next monthly invoice. (See Paragraph “h” below for further remedies.) The District shall designate in writing one or more persons to act as the District’s on-site representatives with respect to the services to be performed under this Agreement (“**District Representatives**”). The District Representatives shall have complete authority to transmit instructions, receive information, interpret and define the District’s policies and decisions with respect to materials, equipment,

elements, and systems pertinent to the Contractor's services. This authority shall include but not be limited to verification of correct timing of services to be performed, methods of pruning, pest control and disease control. The District hereby designates Belinda Blandon, Andrew Davis and Hannah Alhalel and other representatives of Rizzetta & Company, Inc., to act as the District's on-site Representatives. The District shall have the right to change its designated representatives at any time by written notice to the Contractor. The Contractor shall provide to management a written report of work performed for each month with notification of any problem areas and a schedule of work for the upcoming month. Further, upon request, the Contractor agrees to meet an on-site District Representative at least bi-weekly to inspect the property to discuss conditions, schedules, and items of concern regarding this Agreement, and to attend all meetings of the District's Board of Supervisors.

- h. **Deficiencies.** If the on-site District Representatives identify any deficient areas, the District Representatives shall notify the Contractor whether through a written report or otherwise. The Contractor shall then within the time period specified by the District Representatives, or if no time is specified within forty-eight (48) hours, explain in writing what actions shall be taken to remedy the deficiencies. Upon approval by the District, the Contractor shall take such actions as are necessary to address the deficiencies within the time period specified by the District, or if no time is specified by the District, then within three days and prior to submitting any invoices to the District. If the Contractor does not respond or take action within the specified time period, and without intending to limit the District's remedies in any way, the District shall have the rights to, among other remedies available at law or in equity, fine the Contractor \$100 per day; withhold some or all of the Contractor's payments under this Agreement; and to contract with outside sources to perform necessary Work with all charges for such services to be deducted from the Contractor's compensation. Any oversight by the District Representatives of Contractor's Work is not intended to mean that the District shall underwrite, guarantee, or ensure that the Work is properly done by the Contractor, and it is the Contractor's responsibility to perform the Work in accordance with this Agreement.
- i. **Compliance with Laws.** The Contractor shall keep, observe, and perform all requirements of applicable local, State and Federal laws, rules, regulations, ordinances, permits, licenses, or other requirements or approvals. Further, the Contractor shall notify the District in writing within five (5) days of the receipt of any notice, order, required to comply notice, or a report of a violation or an alleged violation, made by any local, State, or Federal governmental body or agency or subdivision thereof with respect to the services being rendered under this Agreement or any act or omission of the Contractor or any of its agents, servants, employees, or material men, or any other requirements applicable to provision of services. Additionally, the Contractor shall promptly comply with any requirement of such governmental entity after receipt of any such notice, order, request to comply notice, or report of a violation or an alleged violation.

- j. ***Safety.*** Contractor shall provide for and oversee all safety orders, precautions, and programs necessary for the Work. Contractor shall maintain an adequate safety program to ensure the safety of employees and any other individuals working under this Agreement. Contractor shall comply with all OSHA standards. Contractor shall take precautions at all times to protect any persons and property affected by Contractor's work, utilizing safety equipment such as bright vests and traffic cones.
- k. ***Environmental Activities.*** The Contractor agrees to use best management practices, consistent with industry standards, with respect to the storage, handling and use of chemicals (e.g., fertilizers, pesticides, etc.) and fuels. The Contractor shall keep all equipment clean (e.g., chemical sprayers) and properly dispose of waste. Further, the Contractor shall immediately notify the District of any chemical or fuel spills. The Contractor shall be responsible for any environmental cleanup, replacement of any turf or plants harmed from chemical burns, and correcting any other harm resulting from the Work to be performed by Contractor.
- l. ***Payment of Taxes; Procurement of Licenses and Permits.*** Contractor shall pay all taxes required by law in connection with the Work, including sales, use, and similar taxes, and shall secure all licenses and permits necessary for proper completion of the Work, paying the fees therefore and ascertaining that the permits meet all requirements of applicable federal, state and county laws or requirements.
- m. ***Subcontractors.*** The Contractor shall not award any of the Work to any subcontractor without prior written approval of the District. The Contractor shall be as fully responsible to the District for the acts and omissions of its subcontractors, and of persons either directly or indirectly employed by them, as the Contractor is for the acts and omissions of persons directly employed by the Contractor. Nothing contained herein shall create contractual relations between any subcontractor and the District.
- n. ***Independent Contractor Status.*** In all matters relating to this Agreement, the Contractor shall be acting as an independent Contractor. Neither the Contractor nor employees of the Contractor, if there are any, are employees of the District under the meaning or application of any Federal or State Unemployment or Insurance Laws or Old Age Laws or otherwise. The Contractor agrees to assume all liabilities or obligations imposed by any one or more of such laws with respect to employees of the Contractor, if there are any, in the performance of this Agreement. The Contractor shall not have any authority to assume or create any obligation, express or implied, on behalf of the District and the Contractor shall have no authority to represent the District as an agent, employee, or in any other capacity, unless otherwise set forth in this Agreement.

3. **COMPENSATION; TERM.**

- a. **Term.** Work under this Agreement shall begin _____, 20__ and end _____, 20__ ("**Initial Term**"), unless terminated earlier pursuant to the terms of this Agreement. At the end of the Initial Term, and unless terminated pursuant to the terms of this Agreement, this Agreement shall automatically renew on the same terms up to two times and for one-year periods each starting _____.
- b. **Compensation.** As compensation for the Work, the District agrees to pay Contractor the amounts set forth in **EXHIBIT B**. All additional work or services, and related compensation, shall be governed by Section 3.c. of this Agreement.
- c. **Additional Work.** Should the District desire that the Contractor provide additional work and/or services relating to the District's landscaping and irrigation systems (e.g., additional services or services for other areas not specified in this Agreement), such additional work and/or services shall be fully performed by the Contractor after prior approval of a required Additional Services Order ("**ASO**"). The Contractor agrees that the District shall not be liable for the payment of any additional work and/or services unless the District first authorizes the Contractor to perform such additional work and/or services through an authorized and fully executed ASO, an example of which is attached as **EXHIBIT D**. The Contractor shall be compensated for such agreed additional work and/or services based upon a payment amount derived from the prices set forth in the Contractor's bid pricing (attached as part of **EXHIBIT B**). Nothing herein shall be construed to require the District to use the Contractor for any such additional work and/or services, and the District reserves the right to retain a different contractor to perform any additional work and/or services.
- d. **Payments by District.** The Contractor shall maintain records conforming to usual accounting practices. Further, the Contractor agrees to render monthly invoices to the District, in writing, which shall be delivered or mailed to the District by the fifth (5th) day of the next succeeding month. Each monthly invoice shall contain, at a minimum, the District's name, the Contractor's name, the invoice date, an invoice number, an itemized listing of all costs billed on the invoice with a description of each sufficient for the District to approve each cost, the time frame within which the services were provided, and the address or bank information to which payment is to be remitted. Consistent with Florida's Prompt Payment Act, Section 218.70 et al. of the Florida Statutes, these monthly invoices are due and payable within forty-five (45) days of receipt by the District. The District agrees to pay Contractor for the Contract Work, a not to exceed sum of \$ _____ per year as detailed in Exhibit "B", payable in monthly installments as detailed below. Work shall commence upon execution of this Agreement and shall continue for a period of twelve (12) months, unless terminated earlier in accordance with Section 13 below or renewed in accordance with Section 5(B), below. As compensation for the work, the District agrees to pay Contractor \$ _____ per month during the Initial Term, \$ _____ per month during the First Annual Renewal, and \$ _____

per month during the Second Annual Renewal. Such compensation covers only the items specified in Parts 1 & 4 of the Contractor's Bid Form. Additionally, for the services specified in Parts 2 and 3 of the Contractor's Bid Form attached as Exhibit "B", the District agrees to pay Contractor for services rendered using the pricing specified in the Contractor's Bid Form in the month after the services were performed and after required documentations (if any) have been provided.

- e. ***Payments by Contractor.*** Subject to the terms herein, Contractor will promptly pay in cash for all costs of labor, materials, services and equipment used in the performance of the Work, and upon the request of the District, Contractor will provide proof of such payment. Contractor agrees that it shall comply with Section 218.735(6), Florida Statutes, requiring payments to subcontractors and suppliers be made within ten (10) days of receipt of payment from the District. Unless prohibited by law, District may at any time make payments due to Contractor directly or by joint check, to any person or entity for obligations incurred by Contractor in connection with the performance of Work, unless Contractor has first delivered written notice to District of a dispute with any such person or entity and has furnished security satisfactory to District insuring against claims therefrom. Any payment so made will be credited against sums due Contractor in the same manner as if such payment had been made directly to Contractor. The provisions of this section are intended solely for the benefit of District and will not extend to the benefit of any third persons, or obligate District or its sureties in any way to any third party. Subject to the terms of this section, Contractor will at all times keep the District's property, and each part thereof, free from any attachment, lien, claim of lien, or other encumbrance arising out of the Work. The District may demand, from time to time in its sole discretion, that Contractor provide a detailed listing of any and all potential lien claimants (at all tiers) involved in the performance of the Work including, with respect to each such potential lien claimant, the name, scope of Work, sums paid to date, sums owed, and sums remaining to be paid. Further, the District shall have the right to require, as a condition precedent to making any payment, evidence from the Contractor, in a form satisfactory to the District, that any indebtedness of the Contractor, as to services to the District, has been paid and that the Contractor has met all of the obligations with regard to the withholding and payment of taxes, Social Security payments, Workmen's Compensation, Unemployment Compensation contributions, and similar payroll deductions from the wages of employees.

4. **TERMINATION.** The District agrees that the Contractor may terminate this Agreement with cause by providing ninety (90) days written notice of termination to the District; provided, however, that the District shall be provided a reasonable opportunity to cure any failure under this Agreement. The Contractor agrees that, notwithstanding any other provision of this Agreement, and regardless of whether any of the procedural steps set forth in section 2.h. of this Agreement are taken, the District may terminate this Agreement immediately with cause by providing written notice of termination to the Contractor. The District shall provide thirty (30) days written notice of termination without cause and this Agreement can then be terminated by the District in its sole and absolute discretion, whether or not reasonable. Any termination by the

District shall not result in liability to the District for consequential damages, lost profits, or any other damages or liability. However, upon any termination of this Agreement by the District, the Contractor shall be entitled to payment for all Work and/or services rendered up until the effective termination of this Agreement, subject to whatever claims or off-sets the District may have against the Contractor.

On a default by Contractor, the District may elect not to terminate the Agreement, and in such event it may make good the deficiency in which the default consists, and deduct the costs from the payment then or to become due to Contractor. On a default by Contractor, the District further reserves the right to pursue any and all available remedies under the law, including but not limited to equitable and legal remedies.

5. INSURANCE.

- a. ***Insurance Required.*** Before commencing any Work, the Contractor shall furnish the District with a Certificate of Insurance evidencing compliance with the requirements of this section. No certificate shall be acceptable to the District unless it provides that any change or termination within the policy periods of the insurance coverage, as certified, shall not be effective without thirty (30) days of prior written notice to the District. Insurance coverage shall be primary and written on forms acceptable to the District. Additionally, insurance coverage shall be from a reputable insurance carrier, licensed to conduct business in the State of Florida, and such carrier shall have a Best's Insurance Reports rating of A-VII. The procuring of required policies of insurance shall not be construed to limit Contractor's liability or to fulfill the indemnification provisions and requirements of this Agreement.
- b. ***Types of Insurance Coverage Required.*** The Contractor shall maintain throughout the term of this Agreement the following insurance:
 - i. Worker's Compensation Insurance in accordance with the laws of the State of Florida. In the event the Contractor has "leased" employees, the Contractor or the employee leasing company must provide evidence of a Minimum Premium Workers' Compensation policy, along with a Waiver of Subrogation in favor of the District. All documentation must be provided to the District at the address listed below. No contractor or sub-contractor operating under a worker's compensation exemption shall access or work on the site.
 - ii. Employer's Liability Coverage with limits of at least \$500,000 per accident or disease.
 - iii. Commercial General Liability Insurance covering liability for, among other things, bodily injury, property damage, contractual, products and completed operations, and personal injury, with limits of not less than \$2,000,000 per occurrence, \$2,000,000 aggregate and further including, but not being limited to, Independent Contractors Coverage for bodily injury and property damage in connection with subcontractors' operation.
 - iv. Automobile Liability Insurance for bodily injuries in limits of not less than \$2,000,000 combined single limit bodily injury and for property damage, providing coverage for any accident arising out of or resulting from the operation,

maintenance, or use by the Contractor of any owned, non-owned, or hired automobiles, trailers, or other equipment required to be licensed.

- v. Umbrella Excess Liability Insurance to cover any liability in excess of the limits of coverage already required and with limits of at least \$2,000,000 per occurrence and \$2,000,000 on aggregate.

- c. ***Additional Insureds.*** All policies required by this Agreement, with the exception of Workers' Compensation, or unless specific approval is given by the District, are to be written on an occurrence basis, and shall name the District, and its Supervisors, officers, staff, agents, employees, and representatives as additional insured (with the exception of Workers' Compensation insurance) as their interest may appear under this Agreement. Insurer(s), with the exception of Workers' Compensation on non-leased employees, shall agree to waive all rights of subrogation against the District and its Supervisors, officers, staff, agents, employees, and representatives.

- d. ***Sub-Contractors.*** Insurance requirements itemized in this Agreement and required of the Contractor shall be provided on behalf of all sub-contractors to cover their operations performed under this Agreement. The Contractor shall be held responsible for any modifications, deviations, or omissions in these insurance requirements as they apply to sub-contractors.

- e. ***Payment of Premiums.*** The Contractor shall be solely responsible for payment of all premiums for insurance contributing to the satisfaction of this Agreement and shall be solely responsible for the payment of all deductibles and retentions to which such policies are subject, whether or not the District is an insured under the policy.

- f. ***Notice of Claims.*** Notices of accidents (occurrences) and notices of claims associated with work being performed under this Agreement shall be provided to the Contractor's insurance company and to the District as soon as practicable after notice to the insured.

- g. ***Failure to Provide Insurance.*** The District shall retain the right to review, at any time, coverage, form, and amount of insurance. If the Contractor fails to have secured and maintained the required insurance, the District has the right (without any obligation to do so, however), to secure such required insurance in which event, the Contractor shall pay the cost for that required insurance to the District and shall furnish, upon demand, all information that may be required in connection with the District's obtaining the required insurance. If Contractor fails to pay such cost to the District, the District may deduct such amount from any payment due the Contractor.

6. INDEMNIFICATION.

- a. The Contractor shall indemnify, defend, and hold harmless, the District, the District's Board of Supervisors, District Staff and the District's agents, officers,

employees, contractors, and representatives from and against any and all liability, actions, claims, demands, loss, damage, injury, or harm of any nature whatsoever, arising from the acts or omissions of Contractor, or the Contractor's officers, directors, agents, assigns, employees, or representatives. The foregoing indemnification includes agreements by the Contractor to indemnify the District for conduct to the extent caused by the negligence, recklessness or intentional wrongful misconduct of the Contractor and persons or entities employed by or utilized by the Contractor in the performance of this agreement.

- b. Obligations under this section shall include the payment of all settlements, judgments, damages, liquidated damages, penalties, fines, forfeitures, back pay, awards, court costs, mediation costs, litigation expenses, attorney fees, paralegal fees (incurred in court, out of court, on appeal, or in bankruptcy proceedings), or other amounts of any kind.
- c. The Contractor agrees that nothing in this Agreement shall serve as or be construed as a waiver of the District's or its staff, supervisors or consultants' limitations on liability contained in section 768.28, Florida Statutes or other law. Any subcontractor retained by the Contractor shall acknowledge the same in writing, and it shall be Contractor's responsibility to secure such acknowledgments. Further, nothing herein shall be construed to limit or restrict the District's rights against the Contractor under applicable law.
- d. In any and all claims against the District or any of its agents or employees by any employee of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, the indemnification obligation under this Agreement shall not be limited in any way as to the amount or type of damages, compensation or benefits payable by or for the Contractor or any subcontractor under Workmen's compensation acts, disability benefit acts, or other employee benefit acts.
- e. It is understood and agreed that this Agreement is not a construction contract as that term is referenced in Section 725.06, Fla. Stat., (as amended) and that said statutory provision does not govern, restrict or control this Agreement.

7. **TAX EXEMPT DIRECT PURCHASES.** The parties agree that the District, in its discretion, may elect to undertake a direct purchase of any or all materials used for the landscaping services, including but not limited to the direct purchase of fertilizer. In such event, the following conditions shall apply:

- a. The District may elect to purchase any or all materials directly from a supplier identified by Contractor.
- b. Contractor shall furnish detailed Purchase Order Requisition Forms ("**Requisitions**") for all materials to be directly purchased by the District.

- c. Upon receipt of a Requisition, the District shall review the Requisition and, if approved, issue its own purchase order directly to the supplier, with delivery to be made to the District on an F.O.B. job site basis.
- d. The purchase order issued by the District shall include the District's consumer certificate of exemption number issued for Florida sales and use tax purposes.
- e. Contractor will have contractual obligations to inspect, accept delivery of, and store the materials pending use of the materials as part of the landscaping services. The contractor's possession of the materials will constitute a bailment. The contractor, as Bailee, will have the duty to safeguard, store and protect the materials while in its possession until returned to the District through use of the materials.
- f. After verifying that delivery is in accordance with the purchase order, Contractor will submit a list indicating acceptance of goods from suppliers and concurrence with the District's issuance of payment to the supplier. District will process the invoices and issue payment directly to the supplier.
- g. The District may purchase and maintain insurance sufficient to cover materials purchased directly by the District.
- h. All payments for direct purchase materials made by the District, together with any state or local tax savings, shall be deducted from the compensation provided for in this Agreement.

8. **MISCELLANEOUS PROVISIONS.**

- a. ***Default & Protection Against Third Party Interference.*** A default by either Party under this Agreement shall entitle the other to all remedies available at law or in equity for breach of this Agreement, which may include, but not be limited to, the right of damages, injunctive relief, and/or specific performance. The District shall be solely responsible for enforcing its rights under this Agreement against any interfering third party. Nothing contained in this Agreement shall limit or impair the District's right to protect its rights from interference by a third party to this Agreement.
- b. ***Custom & Usage.*** It is hereby agreed, any law, custom, or usage to the contrary notwithstanding, that the District shall have the right at all times to enforce the conditions and agreements contained in this Agreement in strict accordance with the terms of this Agreement, notwithstanding any conduct or custom on the part of the District in refraining from so doing; and further, that the failure of the District at any time or times to strictly enforce its rights under this Agreement shall not be construed as having created a custom in any way or manner contrary to the specific conditions and agreements of this Agreement, or as having in any way modified or waived the same.

- c. **Successors.** This Agreement shall inure to the benefit of and be binding upon the heirs, executors, administrators, successors, and assigns of the Parties to this Agreement, except as expressly limited in this Agreement. No employees, agents or representatives of the District are personally or individually bound by this Agreement.
- d. **Assignment.** Neither the District nor the Contractor may assign this Agreement without the prior written approval of the other, which approval shall not be unreasonably withheld. Any purported assignment of this Agreement without such prior written approval shall be void.
- e. **Headings for Convenience.** The descriptive headings in this Agreement are for convenience only and shall neither control nor affect the meaning or construction of any of the provisions of this Agreement.
- f. **Agreement.** This instrument, together with its attachments which are hereby incorporated herein, shall constitute the final and complete expression of this Agreement between the District and Contractor relating to the subject matter of this Agreement. To the extent of any inconsistency / conflict between this document, and the **EXHIBITS**, this document and the original RFP shall control.
- g. **Attorney's Fees.** In the event that either the District or the Contractor is required to enforce this Agreement by court proceedings or otherwise, then the prevailing party shall be entitled to recover all fees and costs incurred, including reasonable attorneys' fees, paralegal fees and costs for trial, mediation, or appellate proceedings as well as attorney's fees and costs incurred in determining entitlements to and reasonableness of fees and costs.
- h. **Amendments.** Amendments to and waivers of the provisions contained in this Agreement may be made only by an instrument in writing which is executed by both the District and the Contractor.
- i. **Authorization.** The execution of this Agreement has been duly authorized by the appropriate body or official of the District and the Contractor, both the District and the Contractor have complied with all the requirements of law, and both the District and the Contractor have full power and authority to comply with the terms and provisions of this instrument.
- j. **Notices.** Any notice, demand, request or communication required or permitted hereunder ("**Notice**") shall be in writing and sent by hand delivery, United States certified mail, or by recognized overnight delivery service, addressed as follows:

A. If to the District: Greyhawk Landing Community
Development District
3434 Colwell Avenue, Ste. 200
Tampa, Florida 33614
Attn: District Manager

With a copy to: Andrew H. Cohen
6853 Energy Court
Lakewood Ranch, FL 34240

B. If to Contractor: _____

Attn: _____

Except as otherwise provided in this Agreement, any Notice shall be deemed received only upon actual delivery at the address set forth above. Notices delivered after 5:00 p.m. (at the place of delivery) or on a non-business day, shall be deemed received on the next business day. If any time for giving Notice contained in this Agreement would otherwise expire on a non-business day, the Notice period shall be extended to the next succeeding business day. Saturdays, Sundays, and legal holidays recognized by the United States government shall not be regarded as business days. Counsel for the District and counsel for the Contractor may deliver Notice on behalf of the District and the Contractor. Any party or other person to whom Notices are to be sent or copied may notify the other parties and addressees of any change in name or address to which Notices shall be sent by providing the same on five (5) days' written notice to the parties and addressees set forth herein.

k. **Third Party Beneficiaries.** This Agreement is solely for the benefit of the District and the Contractor, and no right or cause of action shall accrue upon or by reason, to or for the benefit of any third party not a formal party to this Agreement. Nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person or corporation other than the District and the Contractor any right, remedy, or claim under or by reason of this Agreement or any of the provisions or conditions of this Agreement; and all of the provisions, representations, covenants, and conditions contained in this Agreement shall inure to the sole benefit of and shall be binding upon the District and the Contractor and their respective representatives, successors, and assigns.

l. **Controlling Law & Venue.** This Agreement and the provisions contained in this Agreement shall be construed, interpreted, and controlled according to the laws of

the State of Florida. Venue for any legal actions regarding this Agreement shall be Manatee County, Florida.

- m. **Public Records.** The Contractor understands and agrees that all documents of any kind provided to the District in connection with this Agreement may be public records and shall be treated as such in accordance with Florida law. The Contractor shall: (a) keep and maintain public records that ordinarily and necessarily would be required by the District in order to perform the service, (b) provide the public with access to public records on the same terms and conditions that the District would provide the records and at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law, (c) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law, and (d) meet all requirements for retaining public records and transfer, at no cost, to the District all public records in possession of the Contractor upon termination of the Contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the District in a format that is compatible with the information technology systems of the District.

IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, *FLORIDA STATUTES*, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE DISTRICT'S PUBLIC RECORDS CUSTODIAN, DISTRICT MANAGER AT RIZZETTA & COMPANY, 3434 COLWELL AVENUE, STE. 200, TAMPA, FL 33614, TEL. 813-933-5571, INFO@RIZZETTA.COM.

- n. **E-Verify Requirement.** Contractor and its subcontractors (if any) warrant compliance with all federal immigration laws and regulations that relate to their employees including, but not limited to, registering with, and using the E-Verify system. Contractor agrees and acknowledges that the District is a public employer that is subject to the E-Verify requirements as set forth in Section 448.095, Florida Statutes, and that the provisions of Section 448.095, F.S., apply to this Contract. Notwithstanding, if the District has a good faith belief that Contractor has knowingly hired, recruited, or referred an alien who is not duly authorized to work by the immigration laws or the Attorney General of the United States for employment under this Contract, the District shall terminate the Contract. If the District has a good faith belief that a subcontractor performing work under this Contract knowingly hired, recruited, or referred an alien who is not duly authorized to work by the immigration laws or the Attorney General of the United States for employment under this Contract, the District shall promptly notify Contractor and order Contractor to immediately terminate the contract with the subcontractor.

Contractor shall be liable for any additional costs incurred by the District as a result of the termination of the Contract based on Contractor's failure to comply with the E-Verify requirements referenced herein.

- o. **Severability.** The invalidity or unenforceability of any one or more provisions of this Agreement shall not affect the validity or enforceability of the remaining portions of this Agreement, or any part of this Agreement not held to be invalid or unenforceable.

- p. **Arm's Length Transaction.** This Agreement has been negotiated fully between the District and the Contractor as an arm's length transaction. The District and the Contractor participated fully in the preparation of this Agreement with the assistance of their respective counsel. In the case of a dispute concerning the interpretation of any provision of this Agreement, the parties are each deemed to have drafted, chosen, and selected the language, and any doubtful language will not be interpreted or construed against any party.

- q. **Signatures.** This Agreement may be executed in any number of counterparts, each of which when executed and delivered shall be an original; however, all such counterparts together shall constitute, but one and the same instrument. Moreover, electronic records of signatures shall constitute original signatures for all purposes.

Signatures next page

IN WITNESS WHEREOF, the Parties execute this Agreement as set forth below.

ATTEST:

**GREYHAWK LANDING
COMMUNITY DEVELOPMENT
DISTRICT**

By: _____

By: _____

- Secretary
- Assistant Secretary

- Chairperson
- Vice Chairperson

Date: _____

ATTEST:

By: _____

By: _____

Its: _____

Its: _____

Date: _____

- Exhibit A: Scope of Services**
- Exhibit B: Proposal**
- Exhibit C: Landscape Maintenance Areas Exhibit**
- Exhibit D: Additional Services Order**

EXHIBIT "A"
EXTERIOR LANDSCAPE MAINTENANCE
AND
IRRIGATION SERVICES
SCOPE AND/OR SPECIFICATIONS

SCOPE OF SERVICES

PART 1

GENERAL LANDSCAPE MAINTENANCE

1) **MOWING** – All grass areas will be mowed on the following schedule:

MARCH 1 – NOVEMBER 15 – Once a week

NOVEMBER 15 – MARCH 1 – Once every two weeks

This schedule estimates that there will be a minimum of **45 mow cuts** annually based on standard growing periods in Florida, however, requires a minimum of 52 maintenance services (weekly) to perform those duties, **other than mowing**, that cannot remain unattended for two weeks. **(i.e., weed control, selective mowing, debris clearing, pruning, lifting and de-mossing of trees, and general detailing of property, etc.)** Notwithstanding the above, at no time will the grass be allowed to grow beyond a maximum height of five (5) inches. Each mowing should leave the St. Augustine & Bahia grass at a height of three and one half (3 1/2) to four (4) inches. Do not remove more than 1/3 of the height of the leaf blade at any one mowing. All blades shall be kept sharp at all times to provide a high-quality cut and to minimize disease. The DISTRICT requires mowers to be equipped with a mulching-type deck. Rotary Mowers are preferred for heights above one (1) inch and Reel type mowers for heights below one (1) inch. Clippings may be left on the lawn as long as no readily visible clumps remain on the grass after mowing. Otherwise, large clumps of clippings **MUST** either be collected and removed by the CONTRACTOR **OR** be left to dry out on the lawn **for no more than one day** and then re-distributed across the lawn. This is to re-introduce nutrients in the clippings back into the soil system. In case of fungal disease outbreaks, the clippings will be collected until the disease is under control. The CONTRACTOR shall restore any noticeable damage caused by the CONTRACTOR'S mowing equipment within twenty-four hours from the time the damage is caused at his sole cost and expense. All Oak Leaf debris is to be blown off all St Augustine areas and disposed off-site. Any St Augustine decline due to disease or insect activity will be replaced at contractor's expense as needed to maintain consistent ground cover, lack of weeds and bare ground. Contractor shall be responsible for training all its personnel in the technical aspects of Greyhawk Landing CDD's Landscape Maintenance Program and general horticultural practices. This training will also include wetland species identification as it relates to lake banks & wetland areas. The Contractor shall be held responsible for all damage to wetlands, littoral shelves, mitigation areas and uplands due to mowing/fertilizing/herbicide applications, etc. Saturday work is permitted when necessary upon prior notification and approval. All mowing operations should begin on Monday morning to minimize need for using Saturdays for "make up" days. Any lawn that dies or becomes weak or unsightly (including heavy weed infestation, excessive insect or disease damage, etc.) shall be replaced at the sole cost of the Contractor. This excludes damage from water restrictions (only if automatic irrigation is completely and legally banned by the State and/or local authorities).

1A) POND MOWING - All pond banks identified as such (green) on the overall Greyhawk Landing Maintenance Exhibit shall be mowed incorporating the same mowing schedule as the common areas stated above. Each mowing shall leave the grass at a height of four **3½ and 4 inches**. Pond banks will be mowed and/or trimmed to water's edge or sod line (if water is not present). Line trimming at water's edge and line trimming of all drainage structures shall occur each and every time the pond is mowed. Careful attention

must be paid to mower height on pond banks so as not to scalp at the crest of the lake bank and increase the chances for pond bank erosion. Also, when line trimming to water's edge, Contractor shall be extremely careful not to scalp at the water's edge also increasing chances of pond bank erosion. Line trimming height shall be the same as mowing height (if not slightly higher). Contractor shall be careful to keep trimmings from entering water. Excessive clippings shall be hand removed. Mowers must blow all clippings away from pond banks. It is understood that trash of any kind and other debris within arm's reach of water's edge shall be removed & disposed of by Contractor during every normal service event.

1B) PRESERVE PERIMETERS – Contractor will maintain a “clean park-like” appearance along all Preserve areas. Mowing to all white posts identifying the outer limits of the Preserve buffer. Encroachment by invasive species (such as Brazilian Pepper, Carrotwood, Caesar Weed and others) should be identified for removal by District and contained at Preserve buffer edge as identified by white posts. At no time shall Contractor's mowers encroach into the preserve areas past the white posts.

2) EDGING AND TRIMMING – All hard-edged areas (curbs, sidewalks, bike paths, nature trails, etc.) shall be edged and/or line trimmed **every week** (even during the dormant season) and soft-edged areas (tree rings, shrub and groundcover bed lines) shall be edged a minimum of every other week. All edging shall be performed to the sole satisfaction of the DISTRICT. **Chemical edging shall not be permitted anywhere on property.**

AT NO TIME SHALL LAWN BE ALLOWED TO GROW IN AN UNSIGHTLY MANNER. SHOULD THIS OCCUR, CONTRACTOR AGREES TO CORRECT WITHIN TWENTY-FOUR HOURS OF NOTICE BY DISTRICT. CONTRACTOR SHALL COMPLETE ALL LAWN MAINTENANCE ACTIVITIES (i.e., MOWING, EDGING, LINE TRIMMING, BLOWING OFF SIDEWALKS, BOARDWALKS, DRIVEWAYS, CURB & GUTTERS, ETC.) IN RELATIVELY SMALL, MANAGEABLE SECTIONS. THE ENTIRE PROPERTY (OR DESIGNATED SECTIONS) MUST BE MOWED, EDGED, LINE-TRIMMED AND ALL DEBRIS BLOWN OFF ALL PAVEMENT IN THE SAME DAY. CONTRACTOR IS NOT TO LEAVE GRASS CLIPPINGS, TRIMMED WEEDS, TURF, DIRT OR DEBRIS ON ANY SURFACES FOR MORE THAN TWO HOURS. IF A MOWING EVENT IS MISSED, EVERY EFFORT SHALL BE MADE TO PERFORM THE MOWING SERVICE THE SAME WEEK (INCLUDING SATURDAYS WITH PRIOR APPROVAL). IF THIS IS NOT POSSIBLE, THE CONTRACTOR SHALL PROVIDE THE DISTRICT A CREDIT FOR FUTURE SERVICES OR ADD A MOWING EVENT TO BE PROVIDED AT A LATER DATE. THE DISTRICT SHALL DETERMINE WHETHER THE CREDIT OR EXTRA MOWING SHALL BE USED.

3) TREE AND SHRUB CARE – All deciduous trees shall be pruned when dormant to ensure proper uniform growth. All evergreen trees shall be pruned in the early summer and fall to ensure proper growth and proper head shape. Water shoot growth at the base of the trees shall be removed by hand **continuously throughout the year.** Aesthetic pruning shall consist of the removal of dead and/or broken branches as often as necessary to have trees appear neat at all times. Branches will be pruned just outside the branch collar.

Contractor is responsible for the removal of all branches and limbs up to a 4" diameter and up to a 15' height to keep them from encroaching onto buildings (including roofs), signage structures, play structures, fences & walls, as well as pruned to prevent streetlights and traffic signage from being blocked. Additionally, trees shall be pruned over sidewalks, nature trails, parking lots and roadways so as not to interfere with pedestrians or cars. (This is to include maintaining at all times a minimum clearance of ten feet (10') over sidewalks and other pedestrian walkways and fifteen feet (15') over roadways and ROW's. All moss hanging from trees (as well as all ball moss) shall be removed up to a height of 15' from **all trees** on an **as-needed basis**. However, during the dormant season, ALL Crape Myrtles (and other small, ornamental trees, i.e., East Palatka Hollies, Bald Cypress, Tree Ligustrum, Loblolly Bay, etc.) shall have ALL mosses removed from the entire tree regardless of height. Crape Myrtles are not to be "hat raked" at any time. Pencil pruning is the preferred method of Crape Myrtle pruning and should be performed after threat of frost has passed.

All shrubs will be pruned as necessary to retain an attractive shape and fullness, removing broken or dead limbs as necessary to provide a neat and clean appearance. Shrubs shall not be clipped into balled or boxed forms unless such forms are required by design. Shrubs shall be pruned in accordance with the intended function of the plant in its present location. Flowering shrubs shall be pruned immediately after the blossoms have cured with top pruning restricted to shaping the terminal growth. All pruning shall be done with horticultural skill and knowledge to maintain an overall acceptable appearance consistent with the current aesthetics of Connerton West. The Contractor agrees that pruning is an art that must be done under the supervision of a highly trained foreman and shall make provisions for such supervision. Individual plants sheared into rounded balls or unnatural shapes will not be allowed. In fact, shearing should be incorporated on a limited basis to not spread fungus and other disease. Selective pruning is the preferred method of shaping. Contractor shall sterilize all pruning equipment prior to pruning the next shrub grouping; particularly when fungal diseases are known to be present. All clippings and debris from pruning will be carted away at the time pruning takes place. It is of utmost importance that all plant material within clear site lines and visibility triangles at roadway intersections and medians is maintained at or below the required heights. It is the Contractor's responsibility to bring to the attention of the District all areas that are not in compliance. If pruning will bring the area into compliance, then the Contractor, after conferring with District's representative, will proceed with the pruning activity. However, if pruning will NOT bring the area into compliance, perhaps due to permanent existing grades, another solution will need to be proposed and executed.

Palms: **All palms (regardless of height) shall receive pruning as often as necessary to appear neat and clean at all times.** This includes the removal of brown and/or broken fronds and inflorescence. Removal of green or even yellowing fronds is unnecessary and pruning of palms shall never raise the canopy above the three o'clock – nine o'clock horizontal. Fronds should be removed only once they turn brown or become broken or are disrupting flow of pedestrian/vehicular traffic or are hanging on architectural structures. Flower/Fruit pods shall be removed prior to development. Tarpaulins shall be used in areas where date palms and other palm fruits may stain sidewalks & pavement including, but not limited to, pool decks. Contractor shall be responsible for the removal of all palm fruit stains. Contractor shall utilize sterilized pruning equipment (preferably having a minimum of two sets of pruning tools to allow sterilization of previously used equipment between palms). Contractor shall pay careful attention when pruning

Medjool, Sylvester, Reclinata, Canary & Washington Palms. Palms on pool decks (and all other plant material, in general, on pool decks) shall be inspected during every maintenance visit and pruned as necessary in order to keep this area safe, neat and attractive at ALL times.

4) WEEDS AND GRASSES – All shrub & groundcover beds as well as all turf areas shall be kept reasonably free of weeds and grasses and be neatly cultivated and maintained in an orderly fashion at all times. This may be accomplished by carefully applied applications of pre- & post- emergent herbicides as part of fertilizer mixtures and post-emergent herbicide spot treatments on an as-needed basis. Condition of turf is to be determined by the DISTRICT at its sole discretion. All shrub and bed areas shall be maintained each mowing service by removing all weeds, trash and other undesirable material and debris (leaf and other) to keep the area neat and tidy. All ornamental beds, hedge areas and tree rings shall be kept weed (and sod) free throughout the year. This is to be accomplished through hand pulling or the careful application of a post-emergent herbicide. **AT NO TIME SHALL POST-EMERGENT HERBICIDES BE PERMITTED WHEN WEEDS HAVE ESTABLISHED THEMSELVES AS TO DOMINATE PLANTING BEDS. HAND PULLING MUST BE PERFORMED.**

NON-SELECTIVE, POST-EMERGENT HERBICIDES SHALL NEVER BE USED TO CONTROL WEED/SOD GROWTH AROUND STRUCTURES OF ANY TYPE (I.E. STREET SIGNS, UTILITY BOXES, STREET LIGHTS, PAVEMENT, TREE RINGS, FENCES, ETC.) THE FIRST OFFENSE WILL RESULT IN A VERBAL WARNING; THE SECOND OFFENSE WILL RESULT IN A SECOND VERBAL WARNING AND THE BOARD OF SUPERVISORS FOR THE DISTRICT WILL BE NOTIFIED; THE THIRD OFFENSE MAY TERMINATE THIS CONTRACT FOR CAUSE AT THE DISTRICT'S DISCRETION.

The CONTRACTOR shall be responsible for the replacement of turf and ornamental plants killed or damaged by herbicide application. All fence lines shall be kept clear of landscape shrubs growing through, weeds, undesirable vines and overhanging limbs.

5) MAINTENANCE OF PAVED AREAS – All paved areas, including curb and gutter along roadways shall be kept weed & debris free *including seasonal leaf drop*. This may be accomplished by mechanical means (line trimmer) or by applications of post/pre-emergent herbicides. Weeds greater than two (2) inches in height or width shall be pulled from paved areas, not sprayed. No sprays with dyes may be used on any paved areas. Contractor is not to use non-selective herbicides to eradicate weeds in curb line or sidewalk expansion joints where the chemical can travel back into the turf causing regularly spaced dead patches behind the curbs and sidewalks.

6) CLEAN UP – At no time will CONTRACTOR leave the premises after completion of any work in any type of disarray. All clippings, trimmings, debris, dirt or any other unsightly material shall be removed promptly upon completion of work. CONTRACTOR shall use his own waste disposal methods, never the property dumpsters. Grass clippings shall be blown off sidewalks, streets and curbs within a relatively short time frame and are not to be left for more than two hours. Also grass clippings shall be blown into turf areas, never into mulched bed areas or tree rings as these are to be maintained free of grass

clippings. Grass clippings at highly trafficked areas (i.e., tennis courts, clubhouse sidewalks, pool areas, walking trails, etc.) shall be blown off immediately after mowing and edging have taken place. **NO CLIPPINGS SHALL BE BLOWN DOWN CURB INLETS.**

7) **REPLACEMENT OF PLANT MATERIAL** – Trees, shrubs and turf in a state of decline should immediately be brought to the attention of the DISTRICT. Dead or unsightly plant material shall be removed upon notification of the DISTRICT. CONTRACTOR shall be responsible for replacement if due to his negligence *including due to non-functioning irrigation zones*. New plant material shall be guaranteed for a period of one (1) year for trees and ninety (90) days for shrubs, ground cover and lawn after final acceptance or for the duration of the Contractor's contract, whichever is greater.

Reporting

Contractor shall provide to management a written report of work performed for each week with notification of any problem areas and a schedule for the upcoming *week during a weekly meeting with field services manager*. The Contractor shall also report on any deficiencies or items needing attention relating to disease and insects or other afflictions. Contractor shall prescribe the treatment plan he is to follow to remedy such afflictions.

PART 2

FERTILIZATION

Any fertilizer ordinance in place for Manatee County specifically banning fertilizers during a specific season(s), will be followed. It is required that those practices outlined in the GIBMP guidelines be followed. Highlights are listed below.

NO APPLICATOR SHALL APPLY FERTILIZERS CONTAINING NITROGEN AND/OR PHOSPHORUS TO TURF AND/OR LANDSCAPE PLANTS DURING THE RESTRICTED SEASON FROM JUNE 1 THROUGH SEPTEMBER 30.

NO APPLICATOR SHALL APPLY FERTILIZERS CONTAINING NITROGEN AND/OR PHOSPHOROUS TO TURF AND/OR LANDSCAPE PLANTS DURING A PERIOD FOR WHICH THE NATIONAL WEATHER SERVICE HAS ISSUED ANY OF THE FOLLOWING ADVISORIES FOR ANY PORTION OF THE COUNTY: A SEVERE THUNDERSTORM WARNING OR WATCH, FLOOD WARNING OR WATCH, TROPICAL STORM WARNING OR WATCH, HURRICANE WARNING OR WATCH, OR IF RAIN GREATER THAN OR EQUAL TO TWO (2) INCHES IN A TWENTY-FOUR-HOUR PERIOD IS FORECASTED.

FERTILIZERS SHALL BE APPLIED TO TURF AND/OR LANDSCAPE PLANTS AT THE LOWEST RECOMMENDED RATE ACCORDING TO THE "FLORIDA GREEN INDUSTRIES BEST MANAGEMENT PRACTICES FOR PROTECTION OF WATER RESOURCES IN FLORIDA, DECEMBER 2008", AS UPDATED, WITH NO MORE THAN FOUR (4) POUNDS OF NITROGEN PER ONE THOUSAND (1,000) SQUARE FEET APPLIED IN ANY CALENDAR YEAR.

NO FERTILIZER CONTAINING PHOSPHORUS SHALL BE APPLIED TO TURF AND/OR LANDSCAPE PLANTS IN THE COUNTY, EXCEPT WHERE A PHOSPHOROUS DEFICIENCY HAS BEEN DEMONSTRATED IN THE SOIL UNDERLYING THE TURF AND/OR LANDSCAPE PLANTS BY A SOIL ANALYSIS TEST PERFORMED BY A STATE OF FLORIDA CERTIFIED LABORATORY. ANY PERSON WHO OBTAINS A SOIL ANALYSIS TEST SHOWING A PHOSPHOROUS DEFICIENCY AND WHO WISHES TO APPLY PHOSPHOROUS TO TURF AND/OR LANDSCAPE PLANTS SHALL PROVIDE A COPY OF THE TEST RESULTS TO THE COUNTY ADMINISTRATOR PRIOR TO THE APPLICATION OF PHOSPHOROUS.

NITROGEN FERTILIZER SHALL NOT BE APPLIED ON NEWLY ESTABLISHED TURF OR NEW LANDSCAPE PLANTS FOR THE FIRST THIRTY (30) DAYS.

GRANULAR FERTILIZERS CONTAINING NITROGEN APPLIED TO TURF AND/OR LANDSCAPE PLANTS WITHIN THE COUNTY SHALL CONTAIN NO LESS THAN FIFTY (50) PER CENT SLOW-RELEASE NITROGEN PER GUARANTEED ANALYSIS LABEL

All fertilizer applications are to be reviewed and inspected by field manager and invoice must reflect actual bag count of fertilizer used.

All Bahia Sod:

February	A complete fertilizer based on soil tests + Pre M
March	A second application of a pre-emergent herbicide (Pre M)
April	8-0-12+4Mg
May	8-0-12+4Mg
October	8-0-12+4Mg + Pre M

All St. Augustine Sod:

February	A complete fertilizer based on soil tests + Pre M at 1.0 lbs. N/1000 SF
March	A second application of a Pre M
April	Nitrogen (soluble Nitrogen applied at 1 lbs. N/1000 SF
May	SRN (Slow-Release Nitrogen applied at 1.0 lbs. N/1000 SF
October	SRN (Slow-Release Nitrogen applied at 1.0 lbs. N/1000 SF
December	A complete fertilizer based on soil tests + Pre M

The contractor shall submit a fertilizer label to resident project representative for approval prior to application. At times environmental conditions may require additional applications of nutrients, augmenting the above fertilization programs to ensure that turf areas are kept uniformly GREEN, healthy and in top condition. It shall be the responsibility of the contractor to determine specific needs and requirements and notify the resident project representative when these additional applications are needed.

Fertilizers containing iron shall be removed from all hard surfaces to avoid staining before the sprinklers are activated after application of the fertilizer. Any stains caused by a failure to do so will be the responsibility of the contractor to remove.

Soil test samples shall be taken by the contractor to determine the presence of Phosphorus and whether changes in the fertilizer pH or formulations are required. Should changes be of merit, the Contractor shall notify the District in writing prior to the implementation of such changes.

Fertilizer shall be applied in a uniform manner. If streaking of the turf occurs, correction will be required at no additional cost to owner. Fertilizer shall be swept/blown off of all hard surfaces onto lawns or beds in order to avoid staining. **IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO REMOVE ANY STAINS FROM ANY HARD SURFACES ON THE PROPERTY CAUSED BY THEIR NEGLIGENCE OF FERTILIZER APPLICATION.** Fertilizer shall not be applied within ten (10) feet from the landward extent of any surface water. Spreader deflector shields are required when applying fertilizer by use of any broadcast or rotary spreader. Deflector shields must be positioned such that fertilizer granules are deflected away from all impervious surfaces and surface waters.

SHRUB, TREE & GROUNDCOVER FERTILIZATION:

For purposes of bidding, All SHRUBS, GROUNDCOVERS and TREES shall be fertilized according to the following specifications:

3 Times a year – (March, May, October)

A complete fertilizer (formula will vary according to soil test results) at a rate of 4-6 lbs. N/1000 sq. ft./year. (A minimum 50% Nitrogen shall be in a slow-release form)

Fertilizer shall be applied by hand in a uniform manner, broadcast around the plants, but never in direct contact with stems or trunks. Fertilizer shall never be piled around plants. All fertilizer remaining on the leaves of the plants is to be brushed or blown off. **IT IS THE CONTRACTOR'S RESPONSIBILITY TO REPLACE ANY PLANT MATERIAL DAMAGED BY FERTILIZATION BURN DUE TO HIS NEGLIGENCE.**

PALM FERTILIZATION:

All Palms shall receive 1 ½ pounds of 8N-2P2O5-12K2O+4Mg with micronutrients per 100 SF of palm canopy four times per year (March, May, October, November/December). 100% of the N, K & Mg **MUST** be in slow release form. All micronutrients must be in water soluble form. Fertilizer shall be broadcast evenly under the dripline of the canopy but must be kept at least 6" from the palm trunk.

Fertilizer shall not be billed equally on a monthly basis, but invoiced the month after application.

CONTRACTOR shall provide the DISTRICT *Field Services Manager* with all fertilizer analysis tags from the fertilizer in order to verify correct formulation and quantity. Payment will not be made until correct quantity and formulation has been verified and applied. CONTRACTOR must notify the DISTRICT five (5) working days in advance of the day the property is scheduled to be fertilized. Failure on the part of the CONTRACTOR to so notify the DISTRICT may result in the CONTRACTOR forfeiting any and all rights to payment for the applications made without notification. Field Manager must visibly inspect bags for count prior and after application.

PART 3

PEST CONTROL

Insects and Disease in Turf Insect and disease control spraying in turf shall be provided by the Contractor every month with additional spot treatment as needed. During the weekly inspections the Contractor is responsible for the identification and eradication/control of disease and insect damage including but not limited to: scale, mites, fungus, chinch bugs, grubs, nematodes, fire ants, mole crickets, etc. Contractor shall pay for chemicals. Please list all chemicals that you will include in your fertilizer applications in the space allocated for “formula” under the fertilization section in the bid form. Also include the cost of these chemicals as part of the fertilizer application. Any anticipated additional treatments shall be included in the Pest Control portion of the bid form.

Insects and Disease Control for Trees, Palms and Plants The Contractor is responsible for treatment of insects and diseases for all plants. The appropriate insecticide or fungicide will be applied in accordance with state and local regulations, and as weather and environmental conditions permit. Contractor shall pay for chemicals. There are several afflictions that may be detrimental to the health of many trees and palms. Contractor will be fully responsible in the treatment of such afflictions. At the CDD’s discretion, this may include the quarterly inoculation of all palms susceptible to Lethal Yellowing and/or Texas Phoenix Palm Decline. The cost of these inoculations should be included as a separate line item in your Pest Control price. Contractor is to identify those species of palms susceptible and supply a list of species and quantities with proposal. Each susceptible palm shall receive quarterly injections. Each injection site/valve can be used only twice. The third quarterly injection requires a new valve and injection site. Contractor is asked to provide cost per injection (material & labor) multiplied by quantity of susceptible palms multiplied by four inoculations per year in bid form. **The CDD reserves the right to subcontract out any and all OTC Injection events. This will not be included in the Contract Amount.**

The Contractor is required to inspect all landscaped areas during each visit for indication of pest problems. When control is necessary, it is the responsibility of the Contractor to properly apply low toxicity and target-specific pesticide. If pesticides are necessary they will be applied on a spot treatment basis when wind drift is a threat.

Careful inspection of the property on each visit is crucial to maintaining a successful program. It is the Contractor’s full responsibility to ensure that the person inspecting the property is properly trained in recognizing the symptoms of both insect infestations and plant pathogen damage (funguses, bacteria, etc.). It is also the Contractor’s responsibility to treat these conditions in an expedient manner.

It shall also be the Contractor’s responsibility to furnish the resident project representative with a copy of the Pest Management Report (a copy of which is included), which he is to complete at every service as well as all certifications (including BMP Certifications) of all pesticide applicators. Contractor shall familiarize himself with all current regulations regarding the applications of pesticides and fertilizers.

If at any time the District should become aware of any pest problems it will be the Contractor’s responsibility to treat pest within five (5) working days of the date of notification.

FIRE ANT CONTROL

Contractor is required to inspect property each visit for evidence of fire ant mounds and immediately treat upon evidence of active mounds. In small areas control can be achieved by individual mound treatment. Active mounds in larger turf areas will require broadcast application of bait.

For informational purposes only, Contractor is asked to provide the cost for the annual application of Top Choice in all Finished/Irrigated Landscape Areas as shown on the Maintenance Exhibit (green). This is to include only those maintained and irrigated turf areas along roadways and sidewalks, and all other maintained areas frequented by pedestrians and animals (playgrounds, clubhouse, tennis/basketball courts, etc.). This is not to include lake banks behind the residential properties or between ponds and conservation areas.

Pest Control will not be included as a standard line item in each monthly billing, but shall be invoiced as a separate line item the month after service is rendered.

Pest Control shall be included in the Contract Amount.

Please include Top Choice application on all playground, ball field and soccer field areas.

PART 4

IRRIGATION SYSTEM MONITORING AND MAINTENANCE

Irrigation System. The Contractor shall inspect and test the irrigation system components one (1) time per month. Areas shall include all the existing irrigation systems (approximately 154 zones, 5 irrigation controllers, 2 pump stations and 61 battery operated controllers – This component information is not up to date. This includes only the original boundaries of Greyhawk Landing shown on the large maintenance exhibit showing Pump & Well locations as well as Phase I of the west expansion. If updated information is received, it will be provided to all bidders

MONTHLY WET CHECKS AND REPORT MUST BE PROVIDED TO FIELD SERVICES MANAGER (see Section 2g of the service agreement)

A. Irrigation Controllers

1. Semi-automatic start of the automatic irrigation controller
2. Check for proper operation
3. Program necessary timing changes based on site conditions
4. Lubricate and adjust mechanical components
5. Test back up programming support devices

B. Water Sources

1. Visual inspection of water source
2. Clean above ground strainers and filters
3. Test each pump at design capacities **weekly**; Inform District Manager of any problems immediately. Contractor shall also confirm weekly that all backflow preventers are on and operating properly.
4. Test automatic protection devices

C. Irrigation Systems

1. Manual test and inspection of each irrigation zone
2. Clean and raise heads as necessary
3. Adjust arc pattern and distance for required coverage areas
4. Clean out irrigation valve boxes

D. Report

1. Irrigation operation time
2. Irrigation start time
3. Maintenance items performed
4. General comment and recommendations

The above list is for routine maintenance and adjustment of the existing irrigation system components. Locating and repairing or replacing automatic valves or control wires and irrigation controller or pump repairs as well as other larger scale repairs are to be considered additional items. Contractor shall provide a list of additional charges and pricing for such items other than routine maintenance as a separate price from this bid.

Routine irrigation maintenance is to be completed monthly. Each zone is to be turned on and operated for as long as necessary to verify proper operation. Each head, seal, nozzle and strainer is to be inspected for adjustment and shall be aligned, packed, cleaned and repaired as necessary. Shrubs, groundcovers and turf around sprinkler heads shall be trimmed to maintain maximum clearance at all times for the greatest coverage. All below ground repairs including valves, pumps and wiring require an estimate for all such repairs. Upon written approval from Management, Contractor shall proceed. In the event of an emergency, Contractor shall make a diligent effort to contact, with the approximate price or estimate of repairs, Management or their assign prior to making such repair.

Upon being awarded contract, Contractor shall have a period of thirty (30) days from date of commencement to perform a thorough audit of the entire irrigation system listing items that need repair/replacement in order for the system to operate properly. A separate audit may be provided by the Contractor listing those items that would improve the irrigation system. Any action taken regarding the Irrigation Audit will be at the Board of Supervisors' discretion.

After the thirty (30) day period has expired and for the duration of the contract, Contractor shall assume responsibility for any and all unreported maintenance deficiencies, including parts and labor, associated with the irrigation system of 2 inches or less, to include sprinkler heads, nozzles, drip, main and delivery lines and any associated fittings. Said repairs shall be performed immediately. The District Manager shall be notified what day and time of the week the irrigation tech will be available servicing the community. The Contractor will keep detailed irrigations reports consisting of run times and correct operation of system. A copy of this report will be maintained by the Contractor and a copy delivered to the District Manager or his designee, along with the weekly report. At no time shall the Contractor leave the property knowing of the need for a repair and not reporting it.

Watering schedules shall meet all government regulations, and zone times will be adjusted depending on job conditions, climactic conditions and all watering restrictions of Manatee County or any other governmental agencies. It is the responsibility of the Contractor to insure the turf and plant material remains healthy. If the Contractor finds that the irrigation system cannot adequately cover the District in the allotted time, it will be the Contractor's responsibility to bring this to the attention of the District representative and apply for a variance. **Violations and/or fines imposed by any local or state agency will be deducted from the Contractor's monthly payment.**

Emergency service shall be available after normal working hours and an emergency telephone/pager number will be provided to Management or their assign.

Freeze Protection. The Contractor shall describe ability and cost per man-hour to provide freeze protection for both landscape material and pumps/wells.

[END OF SECTION]

GREYHAWK LANDING COMMUNITY DEVELOPMENT DISTRICT

EXHIBIT "B"
EXTERIOR LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES
PROPOSAL FORM

**BID FORM (Initial Term)
GREYHAWK LANDING
COMMUNITY DEVELOPMENT DISTRICT
LANDSCAPE & IRRIGATION MAINTENANCE
REQUEST FOR PROPOSALS**

NOTE: This pricing form is intended to cover pricing for the initial one-year term of the contract. It is assumed that prices will remain the same through each of the two potential annual renewal terms. If the Proposer intends to change pricing for any renewal term, then the Proposer should submit multiple pricing forms, one for each renewal term. Otherwise, the prices stated below will be binding for the initial one-year term, and any annual renewal terms.

Having carefully examined the specifications and having thoroughly inspected said property, the undersigned proposes to furnish all labor, materials and proper equipment for the entire scope of work, in accordance with said specifications, for the sum of:

PART 1

General Landscape Maintenance \$ _____ Yr.

- Storm Cleanup \$ _____/hr. **(do not include in General Landscape Maintenance total or Grand Total)**

- Freeze Protection (description of ability) _____

\$ _____/application **(do not include in General Landscape Maintenance total or Grand Total)**

- Hand Watering **(do not include in General Landscape Maintenance total or Grand Total)**
 \$ _____/hr. for employee with hand-held hose
 \$ _____/hr. for water truck/tanker

PART 2

Fertilization (All labor and materials) \$ _____ Yr.

(Include any and all turf pesticide/herbicide mixtures you intend to use throughout the year)

BAHIA (per specifications in Part 2) Additional application NOT containing "N" or "P" can be added				
MONTH	FORMULA	APPLICATION RATE (LBS. N/1000 SF)	TOTAL POUNDS PRODUCT TO BE APPLIED	COST PER APPLICATION

BAHIA (continued)				

ST. AUGUSTINE (per specifications in Part 2) Additional application NOT containing “N” or “P” can be added				
MONTH	FORMULA	APPLICATION RATE (LBS. N/1000 SF)	TOTAL POUNDS PRODUCT TO BE APPLIED	COST PER APPLICATION

ORNAMENTALS (per specifications in Part 2) Additional application NOT containing “N” or “P” can be added				
MONTH	FORMULA	APPLICATION RATE (LBS. N/1000 SF)	TOTAL POUNDS PRODUCT TO BE APPLIED	COST PER APPLICATION

PALMS (per specifications in Part 2) Additional application NOT containing “N” or “P” can be added				
MONTH	FORMULA	APPLICATION RATE (LBS. /PALM)	TOTAL POUNDS PRODUCT TO BE APPLIED	COST PER APPLICATION

Please list any additional fertilization for those plant materials requiring specialized applications.

SPECIALTY PLANT MATERIALS				
MONTH	PLANT TYPE/FORMULA	APPLICATION RATE (LBS. N/1000 SF)	TOTAL POUNDS PRODUCT TO BE APPLIED	COST PER APPLICATION

The totals in the “Cost per application” column should equal your Total Fertilization Cost for the year.

PART 3

Pest Control (All labor and materials) \$ _____ Yr.
 (if all pesticide allowance is required) *

* **This is an allowance for treatments of trees, ornamentals, groundcovers, etc. and should include only those pesticides/herbicides not already included in the turf fertilizer section. This dollar amount will not be equally divided amongst the monthly invoices. The portion of the allowance used on any particular event shall be billed the month after services are rendered. Contractor shall continue to be responsible for the eradication/control of all weeds, pests and diseases after the allowance listed above has been exhausted.**

OTC Injections will be performed at the discretion of the District.
(This shall not be included in either the Pest Control cost listed above, nor shall it be included in the Grand Total or Contract Amount.)

OTC Injections (All labor and materials)
 \$ _____ / Yr. (based on quantities below)
(OTC injections per specs - do not include in Grand Total)

Palm Type	Palm Qty	# of Inoculations per quarter per palm (based on size) (i.e. (2) inoculations per large Canary Palm, etc.)	Cost per Individual Inoculation	Total Cost per Year (4x per year)

The District reserves the right to subcontract out any and all OTC Injection events.

Application of Top Choice for annual treatment of Fire Ants

For informational purposes only, please provide a cost to apply Top Choice for the annual control of fire ants in all green highlighted landscaped areas as described in Scope of Services.

\$ _____ / Yr.

Top Choice application will be performed at the sole discretion of the District
(This shall not be included in either the Pest Control cost listed above nor shall it be included in the Grand Total or Contract Amount.)

PART 4

Irrigation (All labor and materials) \$ _____/Yr.

Freeze Protection (description of ability) _____ _____ _____ _____ _____ \$ _____/application <u>(do not include in Irrigation Total or Grand Total)</u> After hours emergency service hourly rate \$ _____ /hr. (i.e. broken mainlines, pump & wells, etc.) Contractor shall provide a list of additional charges and pricing for such items other than routine maintenance as a separate price from this bid. _____ _____ _____ _____

GRAND TOTAL (PARTS 1, 2, 3 & 4 - (This is what contract will be written for)

\$ _____/Yr. (initial term)

FIRST ANNUAL RENEWAL \$ _____/Yr.

SECOND ANNUAL RENEWAL \$ _____/Yr.

Contractor/Firm Name _____

Firm Address _____

City/State/Zip _____

Phone Number _____ Email Address _____

Name and Title of Representative _____

(Please Print)

Representative's Signature _____

Date _____

ADDENDA – Proposer acknowledges the receipt of Addendum No.’s

1. _____ 2. _____ 3. _____ 4. _____ 5. _____

Dated this _____ day of _____, 2024

[END OF SECTION]

**BID FORM (1st Annual Renewal)
GREYHAWK LANDING
COMMUNITY DEVELOPMENT DISTRICT
LANDSCAPE & IRRIGATION MAINTENANCE
REQUEST FOR PROPOSALS**

NOTE: This pricing form is intended to cover pricing for the first annual renewal of the contract. It is assumed that prices will remain the same through each of the remaining potential annual renewal term(s). If the Proposer intends to change pricing for any renewal term, then the Proposer should submit multiple pricing forms, one for each renewal term. Otherwise, the prices stated below will be binding for the remaining renewal terms.

Having carefully examined the specifications and having thoroughly inspected said property, the undersigned proposes to furnish all labor, materials and proper equipment for the entire scope of work, in accordance with said specifications, for the sum of:

PART 1

General Landscape Maintenance \$ _____ Yr.

- Storm Cleanup \$ _____/hr. **(do not include in General Landscape Maintenance total or Grand Total)**

- Freeze Protection (description of ability) _____

\$ _____/application **(do not include in General Landscape Maintenance total or Grand Total)**

- Hand Watering **(do not include in General Landscape Maintenance total or Grand Total)**
 \$ _____/hr. for employee with hand-held hose
 \$ _____/hr. for water truck/tanker

PART 2

Fertilization (All labor and materials) \$ _____ Yr.

(Include any and all turf pesticide/herbicide mixtures you intend to use throughout the year)

BAHIA (per specifications in Part 2) Additional application NOT containing "N" or "P" can be added				
MONTH	FORMULA	APPLICATION RATE (LBS. N/1000 SF)	TOTAL POUNDS PRODUCT TO BE APPLIED	COST PER APPLICATION

BAHIA (continued)				

ST. AUGUSTINE (per specifications in Part 2) Additional application NOT containing “N” or “P” can be added				
MONTH	FORMULA	APPLICATION RATE (LBS. N/1000 SF)	TOTAL POUNDS PRODUCT TO BE APPLIED	COST PER APPLICATION

ORNAMENTALS (per specifications in Part 2) Additional application NOT containing “N” or “P” can be added				
MONTH	FORMULA	APPLICATION RATE (LBS. N/1000 SF)	TOTAL POUNDS PRODUCT TO BE APPLIED	COST PER APPLICATION

PALMS (per specifications in Part 2) Additional application NOT containing “N” or “P” can be added				
MONTH	FORMULA	APPLICATION RATE (LBS. /PALM)	TOTAL POUNDS PRODUCT TO BE APPLIED	COST PER APPLICATION

Please list any additional fertilization for those plant materials requiring specialized applications.

SPECIALTY PLANT MATERIALS				
MONTH	PLANT TYPE/FORMULA	APPLICATION RATE (LBS. N/1000 SF)	TOTAL POUNDS PRODUCT TO BE APPLIED	COST PER APPLICATION

The totals in the “Cost per application” column should equal your Total Fertilization Cost for the year.

PART 3

Pest Control (All labor and materials) \$ _____ Yr.
 (if all pesticide allowance is required) *

* **This is an allowance for treatments of trees, ornamentals, groundcovers, etc. and should include only those pesticides/herbicides not already included in the turf fertilizer section. This dollar amount will not be equally divided amongst the monthly invoices. The portion of the allowance used on any particular event shall be billed the month after services are rendered. Contractor shall continue to be responsible for the eradication/control of all weeds, pests and diseases after the allowance listed above has been exhausted.**

**OTC Injections will be performed at the discretion of the District.
 (This shall not be included in either the Pest Control cost listed above, nor shall it be included in the Grand Total or Contract Amount.)**

OTC Injections (All labor and materials)
 \$ _____ / Yr. (based on quantities below)
(OTC injections per specs - do not include in Grand Total)

Palm Type	Palm Qty	# of Inoculations per quarter per palm (based on size) (i.e. (2) inoculations per large Canary Palm, etc.)	Cost per Individual Inoculation	Total Cost per Year (4x per year)

The District reserves the right to subcontract out any and all OTC Injection events.

Application of Top Choice for annual treatment of Fire Ants

For informational purposes only, please provide a cost to apply Top Choice for the annual control of fire ants in all green highlighted landscaped areas as described in Scope of Services.

\$ _____ / Yr.

**Top Choice application will be performed at the sole discretion of the District.
 (This shall not be included in either the Pest Control cost listed above, nor shall it be included in the Grand Total or Contract Amount.)**

PART 4

Irrigation (All labor and materials) \$ _____/Yr.

Freeze Protection (description of ability) _____ _____ _____ _____ _____ \$ _____/application <u>(do not include in Irrigation Total or Grand Total)</u> After hours emergency service hourly rate \$ _____ /hr. (i.e. broken mainlines, pump & wells, etc.) Contractor shall provide a list of additional charges and pricing for such items other than routine maintenance as a separate price from this bid. _____ _____ _____ _____

GRAND TOTAL (PARTS 1, 2, 3 & 4 - (This is what contract will be written for)

\$ _____ / (1st annual renewal)

SECOND ANNUAL RENEWAL \$ _____/Yr.

Contractor/Firm Name _____

Firm Address _____

City/State/Zip _____

Phone Number _____ Email Address _____

Name and Title of Representative _____
(Please Print)

Representative's Signature _____

Date _____

**BID FORM (2nd annual renewal)
 GREYHAWK LANDING
 COMMUNITY DEVELOPMENT DISTRICT
 LANDSCAPE & IRRIGATION MAINTENANCE
 REQUEST FOR PROPOSALS**

NOTE: *This pricing form is intended to cover pricing for the second annual renewal of the contract.*

Having carefully examined the specifications and having thoroughly inspected said property, the undersigned proposes to furnish all labor, materials and proper equipment for the entire scope of work, in accordance with said specifications, for the sum of:

PART 1

General Landscape Maintenance \$ _____ Yr.

- Storm Cleanup \$ _____/hr. (do not include in General Landscape Maintenance total or Grand Total) - Freeze Protection (description of ability) _____ _____ _____ \$ _____/application (do not include in General Landscape Maintenance total or Grand Total) - Hand Watering (do not include in General Landscape Maintenance total or Grand Total) \$ _____/hr. for employee with hand-held hose \$ _____/hr. for water truck/tanker

PART 2

Fertilization (All labor and materials) \$ _____ Yr.
 (Include any and all turf pesticide/herbicide mixtures you intend to use throughout the year)

BAHIA (per specifications in Part 2) Additional application NOT containing "N" or "P" can be added				
MONTH	FORMULA	APPLICATION RATE (LBS. N/1000 SF)	TOTAL POUNDS PRODUCT TO BE APPLIED	COST PER APPLICATION

ST. AUGUSTINE (per specifications in Part 2) Additional application NOT containing "N" or "P" can be added				
MONTH	FORMULA	APPLICATION RATE (LBS. N/1000 SF)	TOTAL POUNDS PRODUCT TO BE APPLIED	COST PER APPLICATION

ORNAMENTALS (per specifications in Part 2) Additional application NOT containing "N" or "P" can be added				
MONTH	FORMULA	APPLICATION RATE (LBS. N/1000 SF)	TOTAL POUNDS PRODUCT TO BE APPLIED	COST PER APPLICATION

PALMS (per specifications in Part 2) Additional application NOT containing "N" or "P" can be added				
MONTH	FORMULA	APPLICATION RATE (LBS. /PALM)	TOTAL POUNDS PRODUCT TO BE APPLIED	COST PER APPLICATION

Please list any additional fertilization for those plant materials requiring specialized applications.

SPECIALTY PLANT MATERIALS				
MONTH	PLANT TYPE/FORMULA	APPLICATION RATE (LBS. N/1000 SF)	TOTAL POUNDS PRODUCT TO BE APPLIED	COST PER APPLICATION

The totals in the "Cost per application" column should equal your Total Fertilization Cost for the year.

PART 3

Pest Control (All labor and materials) \$ _____ Yr.
 (if all pesticide allowance is required) *

* **This is an allowance for treatments of trees, ornamentals, groundcovers, etc. and should include only those pesticides/herbicides not already included in the turf fertilizer section. This dollar amount will not be equally divided amongst the monthly invoices. The portion of the allowance used on any particular event shall be billed the month after services are rendered. Contractor shall continue to be responsible for the eradication/control of all weeds, pests and diseases after the allowance listed above has been exhausted.**

**OTC Injections will be performed at the discretion of the District.
 (This shall not be included in either the Pest Control cost listed above, nor shall it be included in the Grand Total or Contract Amount.)**

OTC Injections (All labor and materials)
 \$ _____ / Yr. (based on quantities below)
(OTC injections per specs - do not include in Grand Total)

Palm Type	Palm Qty	# of Inoculations per quarter per palm (based on size) (i.e. (2) inoculations per large Canary Palm, etc.)	Cost per Individual Inoculation	Total Cost per Year (4x per year)

The District reserves the right to subcontract out any and all OTC Injection events.

Application of Top Choice for annual treatment of Fire Ants

For informational purposes only, please provide a cost to apply Top Choice for the annual control of fire ants in all green highlighted landscaped areas as described in Scope of Services.

\$ _____ / Yr.

**Top Choice application will be performed at the sole discretion of the District.
 (This shall not be included in either the Pest Control cost listed above, nor shall it be included in the Grand Total or Contract Amount.)**

PART 4

Irrigation (All labor and materials) \$ _____/Yr.

Freeze Protection (description of ability) _____ _____ _____ _____ _____ \$ _____/application <u>(do not include in Irrigation Total or Grand Total)</u> After hours emergency service hourly rate \$ _____ /hr. (i.e. broken mainlines, pump & wells, etc.) Contractor shall provide a list of additional charges and pricing for such items other than routine maintenance as a separate price from this bid. _____ _____ _____ _____

GRAND TOTAL (PARTS 1, 2, 3 & 4 - (This is what contract will be written for)

\$ _____ / (second annual renewal

Contractor/Firm Name _____

Firm Address _____

City/State/Zip _____

Phone Number _____ Email Address _____

Name and Title of Representative _____

(Please Print)

Representative's Signature _____

Date _____

EXHIBIT "C" TO AGREEMENT

MAINTENANCE MAP

**EXHIBIT “D” TO AGREEMENT
FORM
(ADDITIONAL SERVICES ORDER)**

GREYHAWK LANDING CDD
ADDITIONAL SERVICES ORDER (ASO)

*****FOR ILLUSTRATION PURPOSES ONLY. DO NOT USE THIS FORM*****
-Contact District Manager For Finalized Form-

Date: MM/DD/YYYY

ASO #: 01_____

Contractor's Name: _____

Project Manager: _____

Project Manager's Email: _____

Contractor's Address: _____

Contractor's Phone: _____

Contractor's Facsimile: _____

District Manager: _____

District Manager's Email: _____

District Address: 3434 Colwell Ave.
Tampa, FL 33614

District Phone: (813) 933-5571

Item #	Item Description	Unit	Unit Cost	Quantity	Total
1			\$0.00	0.00	\$0.00
2			\$0.00	0.00	\$0.00
3			\$0.00	0.00	\$0.00
4			\$0.00	0.00	\$0.00
5			\$0.00	0.00	\$0.00

Net Change: \$0.00

Amount This ASO:	\$0.00
ASO Amount To Date:	\$0.00
Original Agreement Amount:	\$0.00
Revised Agreement Amount:	\$0.00

Reason for Additional Services Order, Please Explain:

Additional Specifications:

In the event of a conflict between the terms and conditions set forth in this Additional Services Order with the terms and conditions in the Agreement, the terms and conditions of the Agreement will govern and the conflicting terms contained in the Additional Services Order will be disregarded. The District reserves the right to modify the Additional Services Order Form at any time.

Original Agreement: Greyhawk Landing Community Development District – Landscape Maintenance Services Agreement

Signed & Dated: _____

IN WITNESS WHEREOF, the parties hereto have executed this Additional Services Order to be effective as of the later of the two dates set forth below.

OWNER:

GREYHAWK LANDING COMMUNITY DEVELOPMENT
DISTRICT,
a local unit of special-purpose government

CONTRACTOR:

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

Tab 3



Rizzetta & Company

GreyHawk Landing Community Development District

Proposal for Professional Landscape Inspection Services

March 20, 2024

Presented by: Rizzetta & Company, Inc.

3434 Colwell Avenue, Suite 200
Tampa, FL 33614
813.933.5571

rizzetta.com

Rizzetta & Co. ***Landscape Inspection Services***

“COMMITTED TO PRESERVING AND ENHANCING THE COMMUNITY LANDSCAPE”

One of the largest expenses in any planned community is landscape maintenance. Why not have a professional, experienced landscape manager ensuring it is thriving and beautifully framing the community as it was intended to be?

Our Landscape Inspection Services team includes a Landscape Designer, a former commercial landscape maintenance company account manager, and two prior owners of multi-dimensional landscape service firms. Rizzetta & Co.'s Landscape Inspection Services team has a combined total of more than 100 years serving Florida community landscapes!

Each of our Landscape Specialists is Best Management Practices (BMP) certified in the state of Florida. Our team is committed to elevating the landscape maintenance in your community with detailed inspections, formal reporting, landscape planning, and effective vendor management strategies.

The first thing noticed in any community is its landscaping. It can convey a “Wow” factor to visitors, set a welcoming tone for residents, and help to increase home values within the community. Rizzetta & Co.'s Landscape Inspection Services team provides the expertise needed for a well-planned, well-maintained community landscape now and for the future.



Rizzetta & Company

How we do it

Community Asset Management Plan: Upon request and following fee agreement, perform a complete inventory of the community landscape assets and provide an inventory report to the board.

Landscape Design: Landscape designer on staff available for landscape consultation, enhancements, and design upon request and following fee agreement .

Landscape and Irrigation Specification Development: Upon request and following fee agreement, develop a request for proposal (RFP) document to include a customized set of standards and specifications based on the community needs and budget. We will conduct the bidding process, review, and prepare bid tabulation documents for the board and assist the board with reviewing the bid tabulation and other pertinent information.

Landscape Maintenance Inspections: Perform grounds inspections, provide the board with an inspection report (see sample below), notify maintenance contractor of deficiencies in service, and obtain proposals for landscape projects.

Landscape Turnover Inspections: Attend landscape turnover meeting and participate in the inspection on behalf of the board. Follow up report provided.

Master Task Project Plan for Mature Communities: Upon request and following fee agreement, develop a project plan specific to landscape replacement and enhancement for the common areas. Emphasis is on maturing landscape in the community and budgeting accordingly.



Sample Report



Rizzetta & Company

Scope of Services

Rizzetta & Co. is pleased to provide this proposal for professional Landscape Inspection Services. These services will be provided on a recurring basis, with a detailed description provided below.

Landscape Inspection Services:

- Perform one (1) monthly landscape maintenance inspection to ensure oversight of onsite landscape maintenance contractors and compliance with the District's landscape and irrigation maintenance contracts.
- Provide the District with one (1) monthly landscape inspection report, which shall be included in the District's agenda package and may contain, among other things, recommended action items and request for proposals for landscape enhancements.
- Upon request of the District, attend up to six (6) District meetings in person, per fiscal year, to review landscape maintenance inspection report or discuss other landscape-related issues.
- Notify landscape maintenance contractors of deficiencies in service or the need for additional care. Contractor shall have a designated timeframe to provide a detailed response to the report.
- Monitor the progress of landscape maintenance contractors in accordance with scope of work provided in maintenance contracts with the District.
- Upon request, provide input, for preparation of the District's annual budget.
- Upon request and following fee agreement, prepare and develop a scope of services for landscape & irrigation maintenance proposals and oversee entire bidding process.
- Obtain additional competitive landscape maintenance proposals for incidental work as requested by the District and provide them to the District Manager.



Rizzetta & Company

Our Professional Landscape Inspection Services Fee

Based on the Scope of Services, Rizzetta & Co. proposes the following Landscape Inspection Services fee:

Option 1. – Scope of Services as presented (service fee will be billed monthly):

- \$750/mt. - \$9000.00/yr.

Option 2. – Scope of Services as amended (service fee will be billed bi-monthly):

- Perform one (1) bi-monthly (every other month) landscape maintenance inspection to ensure oversight of onsite landscape maintenance contractors and compliance with the District's landscape maintenance and irrigation contracts.
- Provide the District with one (1) bi-monthly (every other month) landscape maintenance inspection report which shall be provided in the District's agenda package and include, among other things, recommended action items.
- Attend three (3) District meetings in person, per fiscal year, to review Landscape Inspection Report and/or to discuss other landscape-related items.

\$850.00 bi-monthly - \$5100.00/yr.

Submitted

By: _____

Lucianno Mastrionni - Vice President, Business Strategy & Development

Rizzetta & Co., Inc.

Date: _____

Accepted

By: _____

Print: _____

For: GreyHawk Landing Community Development District

Date: _____



Rizzetta & Company

Tab 4



GREYHAWK LANDING
GREYHAWK LANDING COMMUNITY DEVELOPMENT DISTRICT
FIELD MANAGER MONTHLY REPORT

Andrew Davis – March 28, 2024

Aquatics - Lakes & Ponds Update:

The Second Phase of cleanup along the Chantilly Trail (East of RAGDOLL RUN) started on March 15th .

Clean up Includes the conservation buffer zone, the removal and disposal of dead and invasive vegetation. Lavendar loop will begin its

Items to be addressed by Cross creek that are pending: Bottom based aeration system with Solar Panels on pond #38.

Yellowstone Landscape Update

Meeting held on 03/06 & 03/20

Yellowstone removed 4 dead Viburnum plants and installed 6 NEW Viburnum plants along the East side of GHL BLVD between Peregrin Circle and Mulberry Ave

Items to be addressed by Yellowstone that are pending:

Viburnum on 117th assessed and replaced.

Tree on Greyhawk Blvd installed.

Main Gate Update:

For the last 4 weeks Maingate has been on site at least once per week.

Maingate will provide a list of streets that need to be bored and which ones that will need to be cut into. As soon as I have that I will share this information with the board.

<i>GATES THAT NEED BORING:</i>	<i>GATES COMPLETED WITH BORING:</i>
Upper Manatee	Geranium
Harriers	Brambling
Front gate	
Rosemary	
Goldenrod	

Pavement Technologies/ Reclimate Project:

Have not received any correspondence from PTI since 02/27/2024.

CDD Facilities Update:

Operations/Maintenance Accomplishments for the month of March 2024:

- Fishing dock was redone.
- Pond 37 was dredged, sloped and resodded.

Recreation Center	Mulberry Clubhouse
Timer at tennis courts fixed.	Heater to Mulberry pool was installed
	Added self-closing gate hinges to pool entrance and playground entrances at Mulberry.

Pending Items

Recreation Center	Mulberry Clubhouse
Delivery of weights and exercise equipment	
Outdoor water bottle fill station not operational.	

Maintenance and Operations

Pending Projects Update:

- Pool resurfacing and splash pad repair
- RFID Distribution

Recommendations for the Board of Supervisors:


None at this time.

Tab 5



Lakewood Ranch
Community Development Districts
Homeowners' Associations

ADMINISTRATIVE POLICY

NUMBER: CDD2-2013-02	DATE: February 21, 2013
REVISIONS: August 20, 2020	
APPROVED BY/AUTHORITY: Lakewood Ranch Community Development District 2	SIGNATURE: 

SUBJECT: **Lakewood Ranch CDD2 Memorial Program**

PURPOSE: To Amend the District Memorial Program

POLICY:

The following is a policy of the Lakewood Ranch Community Development District 2 establishing the guidelines for a District Memorial Program.

Any private individual, group, or committee wishing to memorialize a special event, a loved one or group can choose a memorial option offered by the District. Anyone that would like to purchase a memorial must complete and submit a "Memorial Request Form" to the Operations Facility. The District and or staff are responsible for approving the selection and placement of all memorials to be placed in common areas. Neither the District nor staff assumes the responsibility for the replacement, preservation, security, or possible damage or theft of any memorial item.

1. Memorial gift options:
 - a. Adopt an Existing Tree with Marker
 - i. Purchase of a granite tree marker (10"x8"x4") to be set into the ground next to an existing District tree.
 - b. Memorial Bench with Plaque
 - i. Purchase of a six-foot cedar slated bench made from recycled materials and a bronze plaque (4"x6") set into the concrete footing to be installed on District property.
2. Pricing of memorial options:
 - a. Adopt an Existing Tree with Marker - \$150
 - b. Memorial Bench with Plaque - \$1,800
3. Timing for the District to fulfill requests:
 - a. Adopt an Existing Tree with Marker
 - i. Requests can be accepted and fulfilled throughout the year
 - ii. Allow 2 months for marker placement from request approval

- b. Memorial Bench with Plaque
 - i. Requests accepted throughout the year
 - ii. Installation of benches limited to three times per year (March, July, & November)
- 4. Approved areas for memorials:
 - a. Memorial Bench with Plaque
 - i. Edgewater Wharf
 - ii. CDD2 Park (behind Athletic Center)
 - iii. Masters Avenue (between Legacy Blvd & Lorraine Rd)
 - iv. Eagles Watch Way
- 5. Purchase and installation of memorials:
 - a. The purchase and dedication of all memorials will be funded by private individuals, groups, or committees.
 - b. Staff will notify all accepted applicants of the approved memorial, location, and the cost of the memorial.
 - c. All payments for the purchase of memorials will be made payable to Lakewood Ranch Community Development District 2 before the installation of the memorial.
 - d. Memorials will not be installed before form approval and payment to the District.
 - e. All memorials will be installed by staff or by a qualified contractor selected by the District or staff.
 - f. The District will not be responsible for the purchase, repair, or replacement of any memorial.
- 6. Limitations and Restrictions:
 - a. The District and/or staff have final approval of the requested memorial and location of the memorial.
 - b. On the plaque, engraving is limited to a maximum of 4 lines and 15 characters per line.
 - c. The District and/or staff have final approval of the wording for the engraving on the memorial.
 - d. Memorials representing or depicting a commercial advertisement will not be permitted.
 - e. The District and/or staff can also limit the total number of memorials permitted in the District.
 - f. The purchaser of the memorial releases the District of all responsibility for repairs and/or replacement of memorial.
 - g. The purchaser of the memorial assumes full responsibility for the cost of all repairs or replacements, if necessary.
 - h. When determining the approval of memorial locations the following factors will be considered:
 - i. Proximity to homes
 - ii. Lines of sight
 - iii. Distance to other memorials
 - iv. Safety
 - v. Maintenance
 - vi. Existing landscaping

Memorial Request Form

Instructions: This form is to be completed by members of the public seeking to purchase a memorial to be installed on District property. All memorials are governed by the Lakewood Ranch Community Development District 2 - Memorial Program Policy, CDD2-2013-02. A copy of this policy is available upon request.

- Please provide all information requested. Incomplete forms will be rejected.
- Please submit the completed form to the Operations Facility.
- You will be contacted when the form is approved and notified of the location and amount due.
- Memorials will not be installed before form approval and receipt of payment.
- Payment must be made payable to Lakewood Ranch Community Development District 2.

Please print legibly:

Full Name: _____

Address: _____

Home Phone: _____ Cell Phone: _____

Email Address: _____

Requested Memorial:

_____	Adopt an Existing Tree with Marker	\$150.00
_____	Memorial Bench with Plaque	\$1,800.00

Requested Location:

_____	Edgewater Wharf	_____	Eagles Watch Way
_____	CDD2 Park <i>(Behind Athletic Center)</i>	_____	Masters Avenue <i>(between Legacy Blvd & Lorraine Rd)</i>

Description of Location: _____

Note: An on-site meeting with staff may be necessary to determine the final approval of a location.

Requested Engraving of Marker or Plaque:

_____ Granite Tree Marker (10"x8"x4")

_____ Bronze Plaque (4"x6")

Engraving (maximum of 4 lines and 15 characters per line):

Line 1: _____

Line 2: _____

Line 3: _____

Line 4: _____

Signature: _____ Date: _____

For staff use only:

Form Received by: _____ Date: _____

Memorial Approved: _____

Location Approved: _____

Approved by: _____ Date: _____

Amount Due: _____ Applicant Notified: Yes _____ No _____

Payment Received: Yes _____ No _____ Date Received: _____

Date Memorial Ordered: _____ Installation Date: _____

Tab 6



Rizzetta & Company

UPCOMING DATES TO REMEMBER

- **Next Meeting:** April 25, 2024
- **FY 2022-2023 Audit Completion Deadline:** June 30, 2024
- **Next Election (Seats 2, & 4):** Tuesday, November 5, 2024

District
Manager's
Report

March 20

2024

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FINANCIAL SUMMARY

2/29/2024

General Fund Cash & Investment Balance	\$1,492,129
Reserve Fund Investment Balance	\$1,835,811
Debt Service Fund Investment Balance	\$148,584
Capital Projects Fund Investment Balance	\$1,878,305
Total Cash and Investment Balances	\$5,354,829
General Fund Expense Variance:	\$81,636 Under Budget



2014 Legislative Session Conclusion – The 2014 Legislative Session has concluded. The following is a summary of bills approved during the Legislative Session :

HB 7013, Special Districts – HB 7013 was amended on the floor on the last full day of session and was passed. The bill, as amended, impacts community development districts primarily by requiring special districts, by October 1, 2024, to establish performance measures, goals and objectives for each program and activity undertaken by the district and to publish an annual report on the special district website concerning the achievement or failure of these measures and the bill repeals section 190.047, which allowed incorporation or annexation of community development districts. Notably, the previously proposed requirement for a sworn statement regarding majority residential use to establish a district was removed. This bill has an effective date of July 1, 2024.

SB 7014, Ethics – SB 7014, if signed, will result in a significant change to Florida Commission on Ethics laws. In summary, the bill (1) creates timeframes for completion of investigations of alleged ethics violations, (2) allows particularly attorney financial disclosures that may otherwise violate a legal confidentiality or privilege to indicate income source is a “legal client” without more information, (3) provides a two full term limit (not just consecutive terms) for members of the Commission, (4) specifies that a complainant is liable for costs plus reasonable attorney fees for filing complaints with malicious intent against public officers, employees or candidates; and (6) requires allegations in complaints to the Commission on Ethics to be based on personal knowledge or information other than hearsay, and (7) other provisions concerning penalties and violations. This bill will be effective upon becoming law.

Budget workshop - We will need to schedule a budget workshop. Dates to be discussed with the Board at the meeting.

Tab 7



Rizzetta & Company

Greyhawk Landing Community Development District

**Financial Statements
(Unaudited)**

February 29, 2024

Prepared by: Rizzetta & Company, Inc.

greyhawkcdd.org
rizzetta.com

Greyhawk Landing Community Development District

Balance Sheet

As of 02/29/2024

(In Whole Numbers)

	General Fund	Reserve Fund	Debt Service Fund	Capital Project Fund	Total Gvmnt Fund	Fixed Assets Group	Long-Term Debt
Assets							
Cash In Bank	708,866	0	0	0	708,866	0	0
Investments	783,263	1,835,811	1,015,615	1,878,305	5,512,994	0	0
Accounts Receivable	72,790	0	32,969	0	105,759	0	0
Prepaid Expenses	345	0	0	0	346	0	0
Refundable Deposits	9,130	0	0	0	9,130	0	0
Due From Other	52,947	0	0	0	52,947	0	0
Fixed Assets	0	0	0	0	0	28,444,945	0
Amount Available in Debt Service	0	0	0	0	0	0	1,048,584
Amount To Be Provided Debt Service	0	0	0	0	0	0	9,659,416
Total Assets	1,627,342	1,835,811	1,048,584	1,878,305	6,390,042	28,444,945	10,708,000
Liabilities							
Accounts Payable	56,885	16,169	0	0	73,054	0	0
Accrued Expenses	12,782	0	0	0	12,782	0	0
Other Current Liabilities	46	0	0	0	45	0	0
Due To Other	0	4,841	0	48,106	52,948	0	0
Revenue Bonds Payable-Long Term	0	0	0	0	0	0	10,708,000
Deposits Payable	2,375	0	0	0	2,375	0	0
Total Liabilities	72,088	21,010	0	48,106	141,204	0	10,708,000
Fund Equity & Other Credits							
Beginning Fund Balance	388,025	1,590,006	234,076	1,818,078	4,030,185	0	0
Investment In General Fixed Assets	0	0	0	0	0	28,444,945	0
Net Change in Fund Balance	1,167,229	224,795	814,508	12,121	2,218,653	0	0
Total Fund Equity & Other Credits	1,555,254	1,814,801	1,048,584	1,830,199	6,248,838	28,444,945	0
Total Liabilities & Fund Equity	1,627,342	1,835,811	1,048,584	1,878,305	6,390,042	28,444,945	10,708,000

See Notes to Unaudited Financial Statements

Greyhawk Landing Community Development District

Statement of Revenues and Expenditures

As of 02/29/2024

(In Whole Numbers)

	Year Ending 09/30/2024	Through 02/29/2024	Year To Date 02/29/2024	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Interest Earnings				
Interest Earnings	0	0	1,658	(1,658)
Special Assessments				
Tax Roll	1,877,073	1,877,073	1,893,713	(16,640)
Other Misc. Revenues				
Miscellaneous Revenue	0	0	2,546	(2,546)
Total Revenues	1,877,073	1,877,073	1,897,917	(20,844)
Expenditures				
Legislative				
Supervisor Fees	9,600	4,000	3,600	400
Total Legislative	9,600	4,000	3,600	400
Financial & Administrative				
Accounting Services	20,550	8,563	8,563	0
Administrative Services	4,867	2,027	2,027	0
Arbitrage Rebate Calculation	1,000	500	0	500
Assessment Roll	5,408	5,408	5,408	0
Auditing Services	3,650	0	0	0
Bank Fees	0	0	188	(188)
Disclosure Report	1,000	1,000	0	1,000
District Engineer	40,000	16,667	18,390	(1,723)
District Management	24,336	10,140	10,140	0
Dues, Licenses & Fees	175	175	175	0
Financial & Revenue Collections	4,326	1,803	1,803	0
Legal Advertising	2,300	958	255	703
Miscellaneous Mailings	1,000	417	0	417
Public Officials Liability Insurance	3,655	3,655	3,458	197
Trustees Fees	11,530	6,223	5,877	346
Website Hosting, Maintenance, Backup & E	4,418	2,737	2,737	0
Total Financial & Administrative	128,215	60,273	59,022	1,251
Legal Counsel				
District Counsel	41,000	17,083	14,739	2,344
Total Legal Counsel	41,000	17,083	14,739	2,344
Security Operations				
FHP Patrol	27,500	11,458	7,620	3,839
Guard & Gate Facility Maintenance & Repa	5,500	2,292	7,909	(5,617)
Security Camera Maintenance	6,100	2,542	2,426	115
Security Monitoring Services	7,640	3,183	1,237	1,946

See Notes to Unaudited Financial Statements

Greyhawk Landing Community Development District

Statement of Revenues and Expenditures

As of 02/29/2024

(In Whole Numbers)

	Year Ending	Through	Year To Date	
	09/30/2024	02/29/2024	02/29/2024	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Security Services & Patrols	324,492	135,205	142,108	(6,902)
Total Security Operations	371,232	154,680	161,300	(6,619)
Electric Utility Services				
Utility - Recreation Facilities	47,300	19,708	23,938	(4,230)
Utility - Street Lights	10,100	4,209	4,739	(532)
Utility Services	32,000	13,333	11,787	1,547
Total Electric Utility Services	89,400	37,250	40,464	(3,215)
Gas Utility Service				
Utility Services	200	83	87	(4)
Total Gas Utility Service	200	83	87	(4)
Garbage/Solid Waste Control Services				
Garbage - Recreation Facility	7,600	3,167	5,069	(1,902)
Total Garbage/Solid Waste Control Services	7,600	3,167	5,069	(1,902)
Water-Sewer Combination Services				
Utility Services	17,000	7,083	9,016	(1,932)
Total Water-Sewer Combination Services	17,000	7,083	9,016	(1,932)
Stormwater Control				
Aquatic Maintenance	46,440	19,350	24,037	(4,688)
Aquatic Plant Replacement	3,000	1,250	0	1,250
Fountain Service Repair & Maintenance	4,500	1,875	0	1,875
Lake/Pond Bank Maintenance & Repair	5,000	2,083	0	2,083
Midge Fly Treatments	10,000	4,167	0	4,167
Stormwater System Maintenance	4,500	1,875	4,654	(2,779)
Wetland Invasive Areas Maintenance	25,500	10,625	12,635	(2,010)
Wetland Monitoring & Maintenance	13,120	5,467	3,200	2,267
Total Stormwater Control	112,060	46,692	44,526	2,165
Other Physical Environment				
Employee - Salaries	207,678	86,533	65,512	21,020
Employee - Workers Comp	0	0	850	(850)
Entry & Walls Maintenance & Repair	4,000	1,666	0	1,667
Fire Ant Treatment	8,000	3,334	0	3,333
General Liability Insurance	4,677	4,677	3,772	905
Holiday Decorations	15,000	15,000	15,000	0
Irrigation Maintenance	28,200	11,750	3,529	8,221
Landscape - Annuals/Flowers	17,500	7,292	8,922	(1,630)
Landscape - Mulch	40,000	16,666	0	16,666
Landscape Inspection Services	3,600	1,500	800	700
Landscape Maintenance	371,947	154,978	159,157	(4,179)
Landscape Replacement Plants, Shrubs, Tr	50,000	20,833	19,364	1,470

See Notes to Unaudited Financial Statements

Greyhawk Landing Community Development District

Statement of Revenues and Expenditures

As of 02/29/2024

(In Whole Numbers)

	Year Ending	Through	Year To Date	
	09/30/2024	02/29/2024	02/29/2024	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Property Insurance	22,340	22,340	23,399	(1,059)
Tree Trimming Services	10,000	4,167	14,517	(10,350)
Total Other Physical Environment	782,942	350,736	314,822	35,914
Road & Street Facilities				
Gate Maintenance & Repair	12,000	5,000	0	5,000
Parking Lot Repair & Maintenance	1,500	625	0	625
Roadway Repair & Maintenance	2,500	1,042	0	1,042
Sidewalk Maintenance & Repair	15,000	6,250	3,325	2,925
Street Light/Decorative Light Maintenan	30,000	12,500	12,379	122
Street Sign Repair & Replacement	5,000	2,083	0	2,083
Total Road & Street Facilities	66,000	27,500	15,704	11,796
Parks & Recreation				
Athletic Court/Field/Playground Maintena	3,000	1,250	1,825	(575)
Basketball Court Maintenance & Supplies	3,000	1,250	0	1,250
Cable & Internet	13,704	5,710	6,367	(657)
Clubhouse Janitorial Services	11,108	4,628	3,845	783
Dock Repairs and Maintenance	3,000	1,250	0	1,250
Facility Supplies	19,500	8,125	2,242	5,884
Fitness Equipment Maintenance & Repair	7,500	3,125	1,528	1,596
Maintenance & Repairs	39,500	16,458	16,014	444
Office Supplies	4,500	1,875	684	1,192
Pest Control & Termite Bond	1,700	708	395	313
Playground Equipment & Maintenance	2,000	834	41	792
Pool Repairs	33,000	13,750	6,590	7,160
Pool Service Contract	46,200	19,250	19,250	0
Pool/Water Park/Fountain Maintenance	1,000	417	0	417
Tennis Court Maintenance & Supplies	5,000	2,083	0	2,083
Vehicle Maintenance	3,112	1,297	2,042	(746)
Total Parks & Recreation	196,824	82,010	60,823	21,187
Contingency				
Capital Projects	25,000	10,417	0	10,416
Miscellaneous Contingency	30,000	12,500	2,666	9,835
Total Contingency	55,000	22,917	2,666	20,251
Total Expenditures	1,877,073	813,473	731,838	81,636
Total Excess of Revenues Over(Under) Expen- ditures	0	1,063,600	1,166,079	(102,479)
Total Other Financing Sources(Uses)				
Prior Year AP Credit				

See Notes to Unaudited Financial Statements

Greyhawk Landing Community Development District

Statement of Revenues and Expenditures

As of 02/29/2024

(In Whole Numbers)

	Year Ending 09/30/2024	Through 02/29/2024	Year To Date 02/29/2024	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Prior Year A/P Credits	0	0	1,150	(1,150)
Total Other Financing Sources(Uses)	0	0	1,150	(1,150)
Fund Balance, Beginning of Period	0	0	388,025	(388,025)
Total Fund Balance, End of Period	0	1,063,600	1,555,254	(491,655)

Greyhawk Landing Community Development District

Statement of Revenues and Expenditures

As of 02/29/2024

(In Whole Numbers)

	Year Ending 09/30/2024	Through 02/29/2024	Year To Date 02/29/2024	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Interest Earnings				
Interest Earnings	0	0	22,876	(22,876)
Special Assessments				
Tax Roll	270,000	270,000	270,000	0
Total Revenues	<u>270,000</u>	<u>270,000</u>	<u>292,876</u>	<u>(22,876)</u>
Expenditures				
Contingency				
Capital Reserve	270,000	270,000	68,733	201,266
Total Contingency	<u>270,000</u>	<u>270,000</u>	<u>68,733</u>	<u>201,266</u>
Total Expenditures	<u>270,000</u>	<u>270,000</u>	<u>68,733</u>	<u>201,266</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>224,143</u>	<u>(224,143)</u>
Total Other Financing Sources(Uses)				
Gain or Loss on Investments				
Unrealized Gain/Loss on Investments	0	0	652	(652)
Total Gain or Loss on Investments	<u>0</u>	<u>0</u>	<u>652</u>	<u>(652)</u>
Total Other Financing Sources(Uses)	<u>0</u>	<u>0</u>	<u>652</u>	<u>(652)</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>1,590,006</u>	<u>(1,590,006)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>1,814,801</u>	<u>(1,814,801)</u>

985 Debt Service Fund S2021 Refund **Greyhawk Landing Community Development District**

Statement of Revenues and Expenditures

As of 02/29/2024

(In Whole Numbers)

	Year Ending 09/30/2024	Through 02/29/2024	Year To Date 02/29/2024	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Interest Earnings				
Interest Earnings	0	0	2,965	(2,965)
Special Assessments				
Tax Roll	354,900	354,900	357,614	(2,714)
Total Revenues	<u>354,900</u>	<u>354,900</u>	<u>360,579</u>	<u>(5,679)</u>
Expenditures				
Debt Service				
Interest	61,900	61,900	32,110	29,790
Principal	293,000	293,000	0	293,000
Total Debt Service	<u>354,900</u>	<u>354,900</u>	<u>32,110</u>	<u>322,790</u>
Total Expenditures	<u>354,900</u>	<u>354,900</u>	<u>32,110</u>	<u>322,790</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>328,469</u>	<u>(328,469)</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>62,810</u>	<u>(62,810)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>391,279</u>	<u>(391,279)</u>

Greyhawk Landing Community Development District

Statement of Revenues and Expenditures

As of 02/29/2024

(In Whole Numbers)

	Year Ending 09/30/2024	Through 02/29/2024	Year To Date 02/29/2024	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Interest Earnings				
Interest Earnings	0	0	2,227	(2,227)
Special Assessments				
Tax Roll	305,910	305,910	308,249	(2,339)
Total Revenues	<u>305,910</u>	<u>305,910</u>	<u>310,476</u>	<u>(4,566)</u>
Expenditures				
Debt Service				
Interest	189,910	189,910	96,293	93,616
Principal	116,000	116,000	0	116,000
Total Debt Service	<u>305,910</u>	<u>305,910</u>	<u>96,293</u>	<u>209,616</u>
Total Expenditures	<u>305,910</u>	<u>305,910</u>	<u>96,293</u>	<u>209,616</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>214,183</u>	<u>(214,183)</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>117,916</u>	<u>(117,916)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>332,099</u>	<u>(332,099)</u>

Greyhawk Landing Community Development District

Statement of Revenues and Expenditures

As of 02/29/2024

(In Whole Numbers)

	Year Ending 09/30/2024	Through 02/29/2024	Year To Date 02/29/2024	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Interest Earnings				
Interest Earnings	0	0	2,344	(2,344)
Special Assessments				
Tax Roll	311,771	311,771	314,155	(2,384)
Total Revenues	<u>311,771</u>	<u>311,771</u>	<u>316,499</u>	<u>(4,728)</u>
Expenditures				
Debt Service				
Interest	86,771	86,771	44,642	42,128
Principal	225,000	225,000	0	225,000
Total Debt Service	<u>311,771</u>	<u>311,771</u>	<u>44,642</u>	<u>267,128</u>
Total Expenditures	<u>311,771</u>	<u>311,771</u>	<u>44,642</u>	<u>267,128</u>
Total Excess of Revenues Over(Under) Expenditures	<u>0</u>	<u>0</u>	<u>271,857</u>	<u>(271,857)</u>
Fund Balance, Beginning of Period	<u>0</u>	<u>0</u>	<u>53,349</u>	<u>(53,349)</u>
Total Fund Balance, End of Period	<u>0</u>	<u>0</u>	<u>325,206</u>	<u>(325,206)</u>

Greyhawk Landing Community Development District

Statement of Revenues and Expenditures

As of 02/29/2024

(In Whole Numbers)

	Year Ending 09/30/2024	Through 02/29/2024	Year To Date 02/29/2024	
	Annual Budget	YTD Budget	YTD Actual	YTD Variance
Revenues				
Interest Earnings				
Interest Earnings	0	0	42,146	(42,146)
Total Revenues	0	0	42,146	(42,146)
Expenditures				
Other Physical Environment				
Improvements Other Than Buildings	0	0	30,025	(30,024)
Total Other Physical Environment	0	0	30,025	(30,024)
Total Expenditures	0	0	30,025	(30,024)
Total Excess of Revenues Over(Under) Expenditures	0	0	12,121	(12,121)
Fund Balance, Beginning of Period	0	0	1,818,078	(1,818,078)
Total Fund Balance, End of Period	0	0	1,830,199	(1,830,199)

Greyhawk Landing CDD
Investment Summary
February 29, 2024

<u>Account</u>	<u>Investment</u>	<u>Balance as of</u> <u>February 29, 2024</u>
The Bank of Tampa	Money Market	\$ 7,052
The Bank of Tampa ICS Program:		
Ameris Bank	Money Market	31,248
Poppy Bank	Money Market	160,100
Republic Bank of Chicago	Money Market	61
TransPecos Banks, SSB	Money Market	90,073
Veritex Community Bank	Money Market	249
Western Alliance Bank	Money Market	247,384
Zions Bancorporation, N.A.	Money Market	247,096
	Total General Fund Investments	<u>\$ 783,263</u>
FL CLASS General Fund Reserve - Enhanced Cash	FL Class General Fund Reserve - Enhanced Cash - 5.3275% Monthly	\$ 719,678
FL CLASS General Fund Reserve - Enhanced Cash	FL Class General Fund Reserve - 5.4302% Monthly	346
The Bank of Tampa ICS Program Capital Reserve:		
East Weest Bank	Money Market	247,442
MapleMark Bank	Money Market	247,442
Pinnacle Bank	Money Market	247,442
TransPecos Banks, SSB	Money Market	156,957
Veritex Community Bank	Money Market	6
Western Alliance Bank	Money Market	58
Zions Bancorporation, N.A.	Money Market	246
The Bank of Tampa ICS Program Road Reserve:		
Ameris Bank	Money Market	216,194
	Total Reserve Fund Investments	<u>\$ 1,835,811</u>
US Bank S2021 Refunding - Revenue	US Bank Money Market Ct	\$ 379,249
US Bank S2021 Prepayment	US Bank Money Market Ct	927
US Bank S2021 Revenue	US Bank Money Market Ct	313,710
US Bank S2023 Interest	US Bank Money Market Ct	1,890
US Bank S2023 Revenue	US Bank Money Market Ct	319,839
	Total Debt Service Fund Investments	<u>\$ 1,015,615</u>
US Bank S2021 Acquisition & Construction	US Bank Money Market Ct	\$ 1,878,305
	Total Capital Projects Fund Investments	<u>\$ 1,878,305</u>

Greyhawk Landing Community Development District
Summary A/R Ledger
From 02/1/2024 to 02/29/2024

	Fund_ID	Fund Name	Customer	Invoice Number	AR Account	Date	Balance Due
985, 2776	985-001	985 General Fund	Manatee County Tax Collector	AR00001521	12110	10/01/2023	72,790.06
Sum for 985, 2776							72,790.06
985, 2778	985-200	985 Debt Service Fund S2021 Re- fund	Manatee County Tax Collector	AR00001521	12110	10/01/2023	12,030.58
Sum for 985, 2778							12,030.58
985, 2779	985-201	985 Debt Service Fund S2013/S2023	Manatee County Tax Collector	AR00001521	12110	10/01/2023	10,369.89
Sum for 985, 2779							10,369.89
985, 2780	985-202	985 Debt Service Fund S2021	Manatee County Tax Collector	AR00001521	12110	10/01/2023	10,568.57
Sum for 985, 2780							10,568.57
Sum for 985							105,759.10
Sum Total							105,759.10

See Notes to Unaudited Financial Statements

**Greyhawk Landing Community Development District
Summary A/P Ledger
From 02/1/2024 to 02/29/2024**

Fund Name	GL posting date	Vendor name	Document number	Description	Balance Due
985, 2776					
985 General Fund	02/22/2024	Cheryl Ady	CA022224	Board of Supervisors Meeting 02/22/24	200.00
985 General Fund	02/27/2024	Crosscreek Environmental, Inc.	16499	Vegetation Removal 02/24	4,850.00
985 General Fund	02/26/2024	Crosscreek Environmental, Inc.	16498	Vegetation Removal 02/24	1,500.00
985 General Fund	02/26/2024	Crosscreek Environmental, Inc.	16493	Aquatic Fish Pond #24 02/24	4,455.00
985 General Fund	02/27/2024	Crosscreek Environmental, Inc.	16501	30% Deposit Aeration System 02/24	4,653.90
985 General Fund	02/12/2024	Danielle Shellhaas	021224 Shellhaas	Deposit Refund 02/24	250.00
985 General Fund	02/01/2024	Frontier Florida, LLC	210-141-0055-031323-5 02/24	Internet & Phone 02/24	1,056.88
985 General Fund	02/26/2024	George A Bumila, Jr.	21524	Tree Removal 02/24	3,250.00
985 General Fund	02/20/2024	Lyfe Outdoor Comfort Solutions	70886	Refill Systems 02/24	675.00
985 General Fund	02/01/2024	Manatee County Utilities Department	MCUD Summary 01/24 ACH	MCUD Summary 01/24	1,043.58
985 General Fund	02/24/2024	Manatee County Utilities Department	MCUD Summary 02/24 ACH	MCUD Summary 02/24	1,264.92
985 General Fund	02/01/2024	Manatee County Utilities Department	MCUD Summary 01/24 ACH	MCUD Summary 01/24	1,294.55
985 General Fund	02/24/2024	Manatee County Utilities Department	MCUD Summary 02/24 ACH	MCUD Summary 02/24	1,043.58
985 General Fund	02/22/2024	Mark E Bush	MB022224	Board of Supervisors Meeting 02/22/24	200.00
985 General Fund	02/29/2024	Nostalgic Lampposts & Mailboxes Plus, Inc.	2097	Street Light Maintenance 02/24	1,400.00
985 General Fund	02/29/2024	Nostalgic Lampposts & Mailboxes Plus, Inc.	2088	Lamppost Repair 02/24	290.00
985 General Fund	02/22/2024	Patricia L. Mathews	PM022224	Board of Supervisors Meeting 02/22/24	200.00
985 General Fund	02/22/2024	Robert Scott Jacuk	RJ022224	Board of Supervisors Meeting 02/22/24	200.00
985 General Fund	02/08/2024	TECO Peoples Gas	211012697549 01/24 ACH	12350 Mulberry Ave 01/24	19.06
985 General Fund	02/29/2024	Universal Protection Service, LLC	15409207	Security 01/26/24 - 02/29/24	29,038.80
Sum for 985, 2776					56,885.27
985, 2777					
985 Reserve Fund	02/23/2024	Fastsigns	INV-27836	Deposit - New Signs 02/24	11,269.05
985 Reserve Fund	02/27/2024	FitRev, Inc.	30771	50% Deposit- New Gym Equipment 02/24	4,899.75
Sum for 985, 2777					16,168.80
Sum for 985					73,054.07
Sum Total					73,054.07

**GREYHAWK LANDING
COMMUNITY DEVELOPMENT DISTRICT
SPECIAL ASSESSMENT BONDS SERIES 2021**

Construction Account Activity Through February 29, 2024

Inflows:	Debt Proceeds	\$ 3,844,216.91	
	Total Bond Proceeds:	<u>3,844,216.91</u>	
	Interest Earnings	77,790.33	
	SFWMD Deposit	13,215.00	
	Total Inflows:	<u><u>\$ 3,935,222.24</u></u>	

Outflows:

Requisition Date	Requisition Number	Contractor	Amount	Status as of 02/29/24
08/31/21	COI	Bryant Miller - Bond Counsel	\$ (35,000.00)	Cleared
08/31/21	COI	MBS Capital - Placement Agent	(58,035.00)	Cleared
08/31/21	COI	Persson & Cohen - District Counsel	(25,000.00)	Cleared
08/31/21	COI	Rizzetta & Company - Special Assessment	(20,000.00)	Cleared
08/31/21	COI	Rizzetta & Company - District Manager	(5,000.00)	Cleared
08/31/21	COI	Squire Patton - Trustee Counsel	(5,500.00)	Cleared
09/30/21	COI	Trustee Fees	(5,825.00)	Cleared
12/13/21	CR2	Engineer Fees	(4,780.00)	Cleared
		Total COI Expenses:	<u>(159,140.00)</u>	
11/17/2021	1	ANJ Excavation	(12,612.50)	Cleared
12/22/2021	3	Greyhawk Landing	(51,840.00)	Cleared
1/13/2022	4	Crosscreek Environmental	(79,740.00)	Cleared
3/29/2022	5	Main Gate Enterprises, Inc.	(111,464.50)	Cleared
3/29/2022	6	ANJ Excavation LLC	(16,687.50)	Cleared
3/29/2022	7	Yellowstone Landscape	(3,495.40)	Cleared
4/6/2022	8	Main Gate Enterprises, Inc.	(111,464.50)	Cleared
4/19/2022	9	Gulf Coast Grass Inc.	(49,658.40)	Cleared
4/19/2022	10	Yellowstone Landscape	(4,176.19)	Cleared
5/31/2022	11	Stahlman-England Irrigation, Inc.	(69,991.00)	Cleared
5/31/2022	12	Superior Asphalt, Inc.	(771,025.40)	Cleared
7/6/2022	13	Owens Electric, Inc.	(1,648.50)	Cleared
7/6/2022	14	Stahlman-England Irrigation, Inc.	(43,819.00)	Cleared
8/8/2022	15	Greyhawk Landing	(19,935.00)	Cleared
8/8/2022	16	The Pool Works	(5,250.00)	Cleared
8/25/2022	17	Main Gate Enterprises, Inc.	(3,882.00)	Cleared
10/6/2022	18	Superior Asphalt, Inc.	(18,555.85)	Cleared
10/11/2022	19	Finn Outdoor	(12,130.00)	Cleared
11/8/2022	20	CourtCo	(14,020.00)	Cleared
11/8/2022	21	Crosscreek Environmental	(21,140.00)	Cleared
11/8/2022	22	Finn Outdoor	(21,920.00)	Cleared

11/15/2022	23	Crosscreek Environmental	(2,187.50)	Cleared
12/1/2022	24	CourtCo	(21,030.00)	Cleared
12/1/2022	25	Finn Outdoor	(4,500.00)	Cleared
12/8/2022	26	Gulf Coast Grass Inc.	(9,932.00)	Cleared
1/10/2023	27	Gulf Coast Grass Inc.	(7,200.00)	Cleared
1/10/2023	28	Virtual Access Communications & Control	(44,550.00)	Cleared
1/31/2023	29	Gulf Coast Grass Inc.	(39,726.00)	Cleared
2/21/2023	30	Nostalgic Lampposts & Mailboxes Plus	(3,225.00)	Cleared
2/23/2023	31	CourtCo	(18,250.00)	Cleared
3/15/2023	32	ASAP Fence and Gates LLC	(12,144.00)	Cleared
3/22/2023	33	Gator Grading and Paving	(47,479.50)	Cleared
3/29/2023	34	Florida Playgrounds	(3,187.56)	Cleared
5/17/2023	35	CourtCo	(21,030.00)	Cleared
5/30/2023	37	Finn Outdoor	(26,600.00)	Cleared
6/12/2023	38	Finn Outdoor	(7,750.00)	Cleared
6/12/2023	39	Florida Playgrounds	(25,284.50)	Cleared
5/30/2023	36	ASAP Fence and Gates LLC	(12,144.00)	Cleared
6/19/2023	40	Infinity Construction and Concrete Services,	(700.00)	Cleared
6/30/2023	41	Florida Playgrounds	(6,943.43)	Cleared
6/30/2023	42	Security Ox	(11,411.50)	Cleared
7/13/2023	43	Stahlman-England Irrigation, Inc.	(15,815.00)	Cleared
7/19/2023	45	Infinity Construction and Concrete Services,	(5,263.75)	Cleared
7/13/2023	44	CourtCo	(14,300.00)	Cleared
8/4/2023	46	Crosscreek Environmental	(26,000.00)	Cleared
8/16/2023	47	Bellmore Electric, Inc.	(4,110.00)	Cleared
9/19/2023	48	Gulf Coast Grass Inc.	(12,528.00)	Cleared
9/19/2023	49	Sun State Landscape Management, Inc.	(5,135.00)	Cleared
12/6/2023	50	Infinity Construction and Concrete Services,	(2,915.00)	Cleared
1/9/2024	51	Bellmore Electric, Inc.	(1,825.00)	Cleared
1/9/2024	52	Florida Playgrounds	(25,284.50)	Cleared
2/21/2024	54	Greyhawk Landing	(14,870.00)	Cleared

Total Requisitions: (1,897,776.98)

Total Construction Requisitions and COI: (2,056,916.98)

Due to GF: (48,106.32)

Total Outflows: (2,105,023.30)

Series 2021 Construction Fund Balance at February 29, 2024 \$ 1,830,198.94

Greyhawk Landing Community Development District
Notes to Unaudited Financial Statements
February 29, 2024

Balance Sheet

1. Trust statement activity has been recorded through 02/29/24.
2. See EMMA (Electronic Municipal Market Access) at <https://emma.msrb.org> for Municipal Disclosures and Market Data.
3. For presentation purposes, the Reserves are shown in a separate fund titled Reserve Fund.

Summary A/R Ledger – Payment Terms

4. Payment terms for landowner assessments are (a) defined in the FY23-24 Assessment Resolution adopted by the Board of Supervisors, (b) pursuant to Florida Statutes, Chapter 197 for assessments levied via the county tax roll.

Tab 8



Crosscreek Environmental Inc.

111 61st Street East
Palmetto, FL 34221

Estimate

Date	Estimate #
3/5/2024	11381

Name / Address
Greyhawk CDD c/o Rizzetta & Company, Inc. 9530 Marketplace Rd., Ste 206 Ft. Myers, FL 33912

Description	Qty	Rate	Total
Pond #38 Supply & Installation of an Airmax Solar aeration system with 3 bottom based diffusers. Solar panel and all components to be installed on the berm area opposite from the homes. System contains a battery backup system that is designed to run 24/7. Warranties: Electrical components/batteries - 2 years Solar panels - 5 years Diffuser assemblies - 5 years 30% deposit due prior to commencement of work. Amount to be deducted from final invoice.	1	14,870.00	14,870.00
Please sign and return if accepted		Total	\$14,870.00
** Contracts over \$10,000.00 will receive a notice to owner (NTO).			

Tab 9

ELITE PAINTING AND DESIGN PROPOSAL FOR GREYHAWK LANDINGS LIGHT POLES

Customer:	GREYHAWK LANDINGS
BRADENTON	BRADENTON FL
	ATTN : ANDREW

NOTE : 2 COAT PROCESS SEALER AND FINAL COAT

1. 330 LIGHT POLES TO BE PRESSURE WASHED : PRESSURE WASH EACH POLE PER SPEC AND SITE VISIT. REMOVE DIRT, MOLD AND MILDEW IF PRESENT ON ALL 330 LIGHT POLES BEFORE PRESSURE WASHING.
NOTE : A WATER TRAILER AND TRUCK WILL BE NEEDED FOR ALL PRESSURE WASHING

TOTAL LABOR AND MATERIAL FOR PRESSURE WASHING : \$3,975

LIGHT POLES 330 : THIS IS A 2 COAT PROCESS

2. 330 LIGHT POLES : AFTER PRESSURE WASHING ALL POLES, APPLY SHERWIN WILLIAMS LOXCON CLEAR SEALER TO ALL 330 LIGHT POLES , TO REMOVE CHALKY SURFACES THAT ARE PRESENT AND TO SEAL FOR LONGER PROTECTION AGAINST OXIDATION.
3. AFTER SEALER IS APPLIED , LIGHTLY SCUFF AND SAND UPPER PART OF LIGHT POLE THAT HAS A SHINE ON THE METAL, SO THAT PAINT WILL BOND TO SURFACE BETTER.
4. THEN APPLY SHERWIN WILLIAMS INDUSTRIAL SHER CRYL GLOSS BLACK METAL PAINT TO ALL 330 LIGHT POLES

TOTAL LABOR AND MATERIAL : \$19,800

REFERRALS :

1. JERRY BOUCHE , BENDERSON DEVELOPMENT AND KIMCO REALTY 1-813-455-1916, COMMERCIAL SHOPPING CENTERS AND MALLS

2. DOUG AND BARB SMESTAD : RESIDENTIAL LAKEWOOD RANCH 1-612-333-6644

3. BETH ORBELIE SARASOTA , EXTERIOR 1-214-325-2658

4. DARWIN AND KEN SEARING , HEAD REPS FOR SHERWIN WILLIAMS : 1-941-650-0629

5. JOSEPH KIEFFER : RESIDENTIAL AND COMMERCIAL
. 1-716-863-0087

6. MR AND MRS LANDMAN : 1-215-498-3703 RESIDENTIAL

7. ELAINE ADAIR : RESIDENTIAL 1-993-3334

8. TONY BATISTA : COMMERCIAL BENDERSON AND RESIDENTIAL 1-716 998-9918

9. LISBETH AND JAMIE : MIRAMAR WAY FULL INTERIOR PAINTING : 1-941-807-7207

10. SUE HARRIS : RESIDENTIAL 941-780-8718

11. ANDY SORENSEN LAKEWOOD RANCH EXT AND INT 330-5975

12. KEITH AND PEGGY MOODY : RESIDENTIAL 1-813-928-7086

13. ADAM RIMER COMMERCIAL AND RESIDENTIAL 941-920-0773

14. ED MARO COMMERCIAL 941 962 4131



SHERWIN-WILLIAMS®

Paint Schedule/Specification

Mulberry Ave

Presented By:

Darwin Perez

SALES- Sales Representative PC Residential
Repaint

+1 (941) 650-0629

darwin.j.perez@sherwin.com

SHERWIN-WILLIAMS
7470 49TH ST N UNIT 7
PINELLAS PARK, FL 33781 3434
(727) 471-0595

March 18, 2024



SHERWIN-WILLIAMS.

Paint Schedule/Specification

Project: Mulberry Ave
12350 Mulberry Ave, Bradenton , FL, 34212

Dear MATT'S ELITE PAINTING:

Thank you for considering Sherwin-Williams products for the Mulberry Ave project. Included in this package is the Sherwin-Williams submittal for the above referenced project.

Should you require assistance or have any questions or concerns, please contact me at +1 (941) 650-0629 or e-mail me at darwin.j.perez@sherwin.com.

Darwin Perez

SALES- Sales Representative PC Residential Repaint

+1 (941) 650-0629
darwin.j.perez@sherwin.com

SHERWIN-WILLIAMS
7470 49TH ST N UNIT 7, PINELLAS PARK, FL 33781 3434



MATT'S ELITE PAINTING
Mulberry Ave
March 18, 2024

Exterior Finishes

Previously Coated Surfaces

Primer: LX03V0100 - LXN CONDITION CLR

- Secondary Location: Outdoor Patio

Notes: Exterior Perimeter Light Posts

Topcoat: B66W00351 - Sher-Cryl HPA High Performance Acrylic Semi-Gloss Coating Extra White

- Secondary Location: Outdoor Patio

Notes: Exterior Perimeter Light Posts



SHERWIN-WILLIAMS.

Basic Surface Preparation

Coating performance is directly affected by surface preparation. Coating integrity and service life will be reduced because of improperly prepared surfaces. As high as 80% of all coating failures can be directly attributed to inadequate surface preparation that affects coating adhesion. Proper product selection, surface preparation, and application affect coating performance. Coating integrity and service life will be reduced because of improperly prepared surfaces. Selection and implementation of proper surface preparation ensures coating adhesion to the substrate and prolongs the service life of the coating system.

The majority of paintable surfaces are concrete, ferrous metal, galvanizing, wood and aluminum. They all require protection to keep them from deteriorating in aggressive environments. Selection of the proper method for surface preparation depends on the substrate, the environment, the coating selected, and the expected service life of the coating system. Economics, surface contamination, and the effect on the substrate will also influence the selection of surface preparation methods. Recognize that any surface preparation short of total removal of the old coating may compromise the service length of the system.

Verify the existence of lead based paints on the project. Buildings constructed after 1978 are less likely to contain lead based paints. If lead based paints are suspected on the project, all removal must be done in accordance with the EPA Renovation, Repair and Painting and all applicable state and local regulations. State and local regulations may be more strict than those set under the federal regulations. Verify that Owner has completed a Hazardous Material Assessment Report for the project prior to issuing of Drawings. Concluding that no lead based paints were found on project site, delete paragraph regarding lead based paints.

WARNING! Removal of old paint by sanding, scraping or other means may generate dust or fumes that contain lead. Exposure to lead dust or fumes may cause brain damage or other adverse health effects, especially in children or pregnant women. Controlling exposure to lead or other hazardous substances requires the use of proper protective equipment, such as a properly fitted respirator (NIOSH approved) and proper containment and cleanup. For more information, call the National Lead Information Center at 1-800-424-LEAD (in US) or contact your local health authority. Removal must be done in accordance with EPA Renovation, Repair and Painting Rule and all related state and local regulations. Care should be taken to follow all state and local regulations which may be more strict than those set under the federal RRP Rule.

No exterior painting should be done immediately after a rain, during foggy weather, when rain is predicted, or when the temperature is below 50°F, unless the products to be used are designed to be used in those environments.

Aluminum – S-W 1: Remove all oil, grease, dirt, oxide and other foreign material by cleaning per SSPC-SP1, Solvent Cleaning.

Block (Cinder and Concrete) – S-W 3: Remove all loose mortar and foreign material. Surface must be free of laitance, concrete dust, dirt, form release agents, moisture curing membranes, loose cement, and hardeners. Concrete and mortar must be cured at least 28 days at 75°F. The pH of the surface should be between 6 and 9. On tilt-up and poured-in-place concrete, commercial detergents and abrasive blasting may be necessary to prepare the surface. Fill bug holes, air pockets, and other voids with a cement patching compound (per ASTM D4261).

Brick – S-W 4: Must be free of dirt, loose and excess mortar, and foreign material. All brick should be allowed to weather for at least one year followed by wire brushing to remove efflorescence. Treat the bare brick with one coat of Loxon Conditioner.

Concrete and Masonry – Concrete, Poured – Exterior or Interior – S-W 5: The preparation of new concrete surfaces is as important as the surface preparation of steel. The following precautions will help assure maximum performance of the coating system and satisfactory coating adhesion:

- 1. Cure** – Concrete must be cured prior to coating. Cured is generally defined as concrete poured and aged at a material temperature of at least 75°F for at least 28 days unless specified products are designed for earlier application.
- 2. Moisture** – Reference ASTM F1869-98 Moisture Test by use of Calcium Chloride or ASTM D4263 Plastic Sheet Method. Concrete must be free from moisture as much as possible (it seldom falls below 15%). Vapor pressures, temperature, humidity, differentials, and hydrostatic pressures can cause coatings to prematurely fail. The source of moisture, if present, must be located, and the cause corrected prior to coating.
- 3. Temperature** – Air, surface and material temperatures must be in keeping with requirements for the selected product during and after coating application, until coating is cured.

4. Contamination – Remove all grease, dirt, paint, oil, laitance, efflorescence, loose mortar, and cement by the recommendations listed in the surface preparation section.

5. Surface Condition – Hollow areas, bug holes, voids, honeycombs, fin form marks, and all protrusions or rough edges are to be ground or stoned to provide a continuous surface of suitable texture for proper adhesion of the coating. Imperfections may require filling, as specified, with a recommended Sherwin-Williams product.

6. Concrete Treatment – Hardeners, sealers, form release agents, curing compounds, and other concrete treatments should be removed to ensure adequate coating adhesion and performance.

Methods of Surface Preparation on Concrete per SSPC-SP13/NACE 6 or ICRI 03732 Surface Cleaning Methods: Vacuum cleaning, air blast cleaning, and water cleaning per ASTM D4258.

Used to remove dirt, loose material, and/or dust from concrete.

Detergent water cleaning and steam cleaning per ASTM D4258.

Used to remove oils and grease from concrete. Prior to abrasive cleaning, and after abrasive cleaning, surfaces should be cleaned by one of the methods described above.

Mechanical Surface Preparation Methods:

Dry abrasive blasting, wet abrasive blasting, vacuum assisted abrasive blasting, and centrifugal shot abrasive blasting per ASTM D4259. Used to remove contaminants, laitance, and weak concrete, to expose subsurface voids, and to produce a sound concrete surface with adequate profile and surface porosity.

High-pressure water cleaning or water jetting per SSPC-SP12-NACE5.

Used to remove contaminants, laitance, and weak concrete, to expose subsurface voids, and to produce a sound concrete surface with adequate profile and surface porosity.

Impact tool methods per ASTM D4259.

Used to remove existing coatings, laitance, and weak concrete. Methods include scarifying, planing, scabbling, and rotary peening. Impact tools may fracture concrete surfaces or cause microcracking requiring surface repair.

Power tool methods per ASTM D4259.

Used to remove existing coatings, laitance, weak concrete, and protrusions in concrete. Methods include circular grinding, sanding, and wire brushing. These methods may not produce the required surface profile to ensure adequate adhesion of subsequent coatings.

Chemical Surface Preparation Methods:

Acid etching per ASTM D4260. Use to remove some surface contaminants, laitance, and weak concrete, and to provide a surface profile on horizontal concrete surfaces. This method requires complete removal of all reaction products and pH testing to ensure neutralization of the acid. Not recommended for vertical surfaces. Etching with hydrochloric acid shall not be used where corrosion of metal in the concrete is likely to occur. Adequate ventilation and safety equipment required.

1. Clean surface per ASTM D4268
2. Wet surface with clean water
3. Etch with 10-15% muriatic acid solution at the rate of 1 gallon per 75 square feet
4. Scrub with stiff brush
5. Allow sufficient time for scrubbing and until bubbling stops
6. If no bubbling occurs, surface is contaminated. Refer to ASTM D4258 or ASTM D4259
7. Rinse surface two or three times. Remove acid/water each time.
8. Surface should have a texture similar to medium grit sandpaper.
9. Neutralize surface with a 3% solution of tri-sodium phosphate and flush with clean water.
10. Allow to dry and check for excess moisture.

Cement Composition Siding/Panels – S-W 6: Remove all surface contamination by washing with an appropriate cleaner, rinse thoroughly and allow to dry. Existing peeled or checked paint should be scraped and sanded to a sound surface. Glossy surfaces should be sanded dull. Pressure clean, if needed, with a minimum of 2100 psi pressure to remove all dirt, dust, grease, oil, loose particles, laitance, foreign material, and peeling or defective coatings. Allow the surface to dry thoroughly. If the surface is new, test it for pH, many times the pH may be 10 or higher.

Composition Board (Hardboard) – S-W 9: Some composition boards may exude a waxy material that must be removed with a solvent prior to coating. Whether factory primed or unprimed, exterior composition board siding (hardboard) must be cleaned thoroughly and primed with an alkyl primer.

Copper – S-W 7: Remove all oil, grease, dirt, oxide and other foreign material by cleaning per SSPC-SP2, Hand Tool Cleaning.

Drywall—Interior and Exterior – S-W 8: Must be clean and dry. All nail heads must be set and spackled. Joints must be taped and covered with a joint compound. Spackled nail heads and tape joints must be sanded smooth and all dust removed prior to painting. Exterior surfaces must be spackled with exterior grade compounds.

Galvanized Metal – S-W 10: Allow to weather a minimum of 6 months prior to coating. Clean per SSPC-SP1 using detergent and water or a degreasing cleaner, then prime as required. When weathering is not possible or the surface has been treated with chromates or silicates, first Solvent Clean per SSPC-SP1 and apply a test area, priming as required. Allow the coating to dry at least one week before testing. If adhesion is poor, Brush Blast per SSPC-SP16 is necessary to remove these treatments.

Plaster – S-W 11: Must be allowed to dry thoroughly for at least 30 days before painting. Room must be ventilated while drying; in cold, damp weather, rooms must be heated. Damaged areas must be repaired with an appropriate patching material. Bare plaster must be cured and hard. Textured, soft, porous, or powdery plaster should be treated with a solution of 1 pint household vinegar to 1 gallon of water. Repeat until the surface is hard, rinse with clear water and allow to dry.

Steel/Ferrous Metal Substrates

SSPC-SP1- Solvent Cleaning: Solvent cleaning is a method for removing all visible oil, grease, soil, drawing and cutting compounds, and other soluble contaminants. Solvent cleaning does not remove rust or mill scale. Change rags and cleaning solution frequently so that deposits of oil and grease are not spread over additional areas in the cleaning process. Be sure to allow adequate ventilation. Follow manufacturer's safety recommendations when using solvents. For complete instructions, refer to Steel Structures Paint Council Surface Preparation Specification No.1. (Refer to each products cleaning instructions. Many acrylic coatings will state; When cleaning the surface per SSPC-SP1, use only an emulsifying industrial detergent, followed by a water rinse. **Do not use hydrocarbon solvents for cleaning.**)

SSPC-SP2 - Hand Tool Cleaning: Hand Tool Cleaning removes all loose mill scale, loose rust, and other detrimental foreign matter. It is not intended that adherent mill scale, rust, and paint be removed by this process. Mil scale, rust, and paint are considered adherent if they cannot be removed by lifting with a dull putty knife. Before hand tool cleaning, remove visible oil, grease, soluble welding residues, and salts by the methods outlined in SSPC-SP1. For complete instructions, refer to Steel Structures Paint Council Surface Preparation Specification No.2.

SSPC-SP3 - Power Tool Cleaning: Power Tool Cleaning removes all loose mill scale, loose rust, and other detrimental foreign matter. It is not intended that adherent mill scale, rust, and paint be removed by this process. Mil scale, rust, and paint are considered adherent if they cannot be removed by lifting with a dull putty knife. Before power tool cleaning, remove visible oil, grease, soluble welding residues, and salts by the methods outlined in SSPC-SP1. For complete instructions, refer to Steel Structures Paint Council Surface Preparation Specification No.3.

SSPC-SP5 / NACE 1 - White Metal Blast Cleaning: A White Metal Blast Cleaned surface, when viewed without magnification, shall be free of all visible oil, grease, dirt, dust, mill scale, rust, paint, oxides, corrosion products, and other foreign matter. Before blast cleaning, visible deposits of oil or grease shall be removed by any of the methods specified in SSPC-SP 1 or other agreed upon methods. For complete instructions, refer to Joint Surface Preparation Standard SSPC-SP5/ NACE No.1.

SSPC-SP6 / NACE 3 - Commercial Blast Cleaning: A Commercial Blast Cleaned surface, when viewed without magnification, shall be free of all visible oil, grease, dirt, dust, mill scale, rust, paint, oxides, corrosion products, and other foreign matter, except for staining. Staining shall be limited to no more than 33 percent of each square inch of surface area and may consist of light shadows, slight streaks, or minor discoloration caused by stains of rust, stains of mill scale, or stains of previously applied paint. Before blast cleaning, visible deposits of oil or grease shall be removed by any of the methods specified in SSPC-SP 1 or other agreed upon methods. For complete instructions, refer to Joint Surface Preparation Standard SSPC-SP6/NACE No.3.

SSPC-SP7 / NACE 4 - Brush-Off Blast Cleaning: A Brush-Off Blast Cleaned surface, when viewed without magnification, shall be free of all visible oil, grease, dirt, dust, loose mill scale, loose rust, and loose paint. Tightly adherent mill scale, rust, and paint may remain on the surface. Mil scale, rust, and coating are considered adherent if they cannot be removed by lifting with a dull putty knife. Before blast cleaning, visible deposits of oil or grease shall be removed by any of the methods specified in SSPC-SP 1 or other agreed upon methods. For complete instructions, refer to Joint Surface Preparation Standard SSPC-SP7/NACE No.4.

SSPC-SP10 / NACE 2 - Near-White Blast Cleaning: A Near White Blast Cleaned surface, when viewed without magnification, shall be free of all visible oil, grease, dirt, dust, mill scale, rust, paint, oxides, corrosion products, and other foreign matter, except for staining. Staining shall be limited to no more than 5 percent of each square inch of surface area and may consist of light shadows, slight streaks, or minor discoloration caused by stains of rust, stains of mill scale, or stains of previously applied paint. Before blast cleaning, visible deposits of oil or grease shall be removed by any of the methods specified in SSPC-SP 1 or other agreed upon methods. For complete instructions, refer to Joint Surface Preparation Standard SSPCSP10/ NACE No.2.

SSPC-SP11 - Power Tool Cleaning to Bare Metal: Metallic surfaces that are prepared according to this specification, when viewed without magnification, shall be free of all visible oil, grease, dirt, dust, mill scale, rust, paint, oxide corrosion products, and other foreign matter. Slight residues of rust and paint may be left in the lower portions of pits if the original surface is pitted. Prior to power tool surface preparation, remove visible deposits of oil or grease by any of the methods specified in SSPC-SP 1, Solvent Cleaning, or other agreed upon methods. For complete instructions, refer to Steel Structures Paint Council Surface Preparation Specification No.11.

SSPC-SP12 / NACE 5 - Surface Preparation and Cleaning of Metals by Waterjetting Prior to Recoating: High- and Ultra-High Pressure Water Jetting for Steel and Other Hard Materials This standard provides requirements for the use of high- and ultra-high pressure water jetting to achieve various degrees of surface cleanliness. This standard is limited in scope to the use of water only, without the addition of solid particles in the stream. For complete instructions, refer to Joint Surface Preparation Standard SSPC-SP12/NACE No.5.

SSPC-SP13 / NACE 6 or ICRI 03732 - Surface Preparation of Concrete: This standard gives requirements for surface preparation of concrete by mechanical, chemical, or thermal methods prior to the application of bonded protective coating or lining systems. The requirements of this standard are applicable to all types of cementitious surfaces including cast-in-place concrete floors and walls, precast slabs, masonry walls and shotcrete surfaces. An acceptable prepared concrete surface should be free of contaminants, laitance, loosely adhering concrete, and dust, and should provide a dry, sound, uniform substrate suitable for the application of protective coating or lining systems. Depending upon the desired finish and system, a block filler may be required. For complete instructions, refer to Joint Surface Preparation Standard SSPC-SP13/NACE No.6 or ICRI 03732

SSPC-SP14 / NACE 8 – Industrial Blast Cleaning: This standard gives requirements for industrial blast cleaning of unpainted or painted steel surfaces by the use of abrasives. This joint standard allows defined quantities of mill scale and/or old coating to remain on the surface. An industrial blast cleaned surface, when viewed without magnification, shall be free of all visible oil, grease, dust, and dirt. Traces of tightly adherent mill scale, rust, and coating residue are permitted to remain on 10% of each unit area of the surface. The traces of mill scale, rust, and coating shall be considered tightly adherent if they cannot be lifted with a dull putty knife. Shadows, streaks, and discolorations caused by stains of rust, stains of mill scale, and stains of previously applied coating may be present on the remainder of the surface.

SSPC-SP16 Brush-Off Blast Cleaning of Coated and Uncoated Galvanized Steel, Stainless Steels, and Non-Ferrous Metals: This standard covers the requirements for brush-off blast cleaning of uncoated or coated metal surfaces other than carbon steel by the use of abrasives. These requirements include visual verification of the end condition of the surface and materials and procedures necessary to achieve and verify the end condition. A brush-off blast cleaned non-ferrous metal surface, when viewed without magnification, shall be free of all visible oil, grease, dirt, dust, metal oxides (corrosion products), and other foreign matter. Intact, tightly adherent coating is permitted to remain. A coating is considered tightly adherent if it cannot be removed by lifting with a dull putty knife.

High- and Ultra-High Pressure Water Jetting for Steel and Other Hard Materials:

SSPC-SP WJ-1/NACE WJ-1: Clean to Bare Substrate (WJ-1) is intended to be similar to the degree of surface cleanliness of SSPC-SP 5/NACE 1, except that stains are permitted to remain on the surface. This standard is used when the objective is to remove every trace of rust and other corrosion products, coating and mill scale.

SSPC-SP WJ-2/NACE WJ-2: Very Thorough Cleaning (WJ-2) is intended to be similar to the degree of surface cleanliness of SSPC-SP 10/NACE 2, except that tightly adherent material, rather than only stains, is permitted to remain on the surface. This standard is used when the objective is to remove almost all rust and other corrosion products, coating, and mill scale.

SSPC-SP WJ-3/NACE WJ-3: Thorough Cleaning (WJ-3) is intended to be similar to the degree of surface cleanliness of SSPC-SP 10/NACE 2, except that tightly adherent material, rather than only stains, is permitted to remain on the surface. This standard is used when the objective is to remove much of the rust and other corrosion products, coating, and mill scale, leaving tightly adherent thin films.

SSPC-SP WJ-4/NACE WJ-4: Light Cleaning (WJ-4) is intended to be similar to the degree of surface cleanliness of SSPC-SP 10/NACE 2, except that tightly adherent material, rather than only stains, is permitted to remain on the surface. This standard is used when the objective is to allow as much of the tightly adherent rust and other corrosion products, coating, and mill scale to remain as possible, Discoloration of the surface may be present.

Water Blasting NACE Standard RP-01-72: Removal of oil grease dirt, loose rust, loose mill scale, and loose paint by water at pressures of 2,000 to 2,500 psi at a flow of 4 to 14 gallons per minute.

Stucco S-W 22 : Must be clean and free of any loose stucco. If recommended procedures for applying stucco are followed, and normal drying conditions prevail, the surface may be painted in 30 days. The pH of the surface should be between 6 and 9.

Wood—Exterior – S-W 23: Must be clean and dry. Prime and paint as soon as possible. Knots and pitch streaks must be scraped, sanded, and spot primed before a full priming coat is applied. Patch all nail holes and imperfections with a wood filler or putty and sand smooth. Caulk should be applied after priming.

Wood—Interior – S-W 24: All finishing lumber and flooring must be stored in dry, warm rooms to prevent absorption of moisture, shrinkage, and roughening of the wood. All surfaces must be sanded smooth, with the grain, never across it. Surface blemishes must be corrected and the area cleaned of dust before coating.

Vinyl Siding, Architectural Plastics, PVC & Fiberglass: – S-W 24: Clean the surface thoroughly by scrubbing with warm, soapy water. Rinse thoroughly, prime with appropriate white primer. Do not paint vinyl with any color darker than the original color. Do not paint vinyl with a color having a Light Reflective Value (LRV) of less than 56 unless VinylSafe® Colors are used. If VinylSafe® Colors are not used and darker colors lower than an LRV of 56 are, the vinyl may warp. Follow all painting guidelines of the vinyl manufacturer when painting. Only paint properly installed vinyl siding. Deviating from the manufacturer's painting guidelines may cause the warranty to be voided.

Previously Coated Surfaces – S-W 12: Maintenance painting will frequently not permit or require complete removal of all old coatings prior to repainting. However, all surface contamination such as oil, grease, loose paint, mill scale dirt, foreign matter, rust, mold, mildew, mortar, efflorescence, and sealers must be removed to assure sound bonding to the tightly adhering old paint. Glossy surfaces of old paint films must be clean and dull before repainting. Thorough washing with an abrasive cleanser will clean and dull in one operation, or, wash thoroughly and dull by sanding. Spot prime any bare areas with an appropriate primer. Recognize that any surface preparation short of total removal of the old coating may compromise the service length of the system. Check for compatibility by applying a test patch of the recommended coating system, covering at least 2 to 3 square feet. Allow to dry one week before testing adhesion per ASTM D3359. If the coating system is incompatible, complete removal is required per ASTM D4259.

Touch-Up, Maintenance and Repair

For a protective coating system to provide maximum long-term protection, regularly scheduled maintenance is required. Maintenance includes inspection of painted areas, cleaning of surfaces to remove oils, chemicals, and other contaminants, and touch-up of areas where the coatings have been damaged. Highly corrosive areas, such as those subjected to frequent chemical spillage, corrosive fumes, and/or high abrasion or temperature areas should be inspected frequently – every six months, for example. Areas exposed to less severe conditions, such as interiors and exteriors of potable water tanks, may be inspected annually to assess the condition of the coating system.

The SSPC-VIS 2, Standard Method for Evaluating Degree of Rusting on Painted Steel Surfaces, can be used as a guide to determine appropriate touch-up and repairs maintenance schedules. Touch-up would be suggested when the surface resembles Rust Grade 5-S (Spot Rusting), 6-G (General Rusting), or 6-P (Pinpoint Rusting). Surface preparation would generally consist of SSPC-SP2, SP3, SP11, or SP12. Overcoating a well protected, but aged steel surface showing no evidence of rusting, may be achieved by Low Pressure Water Cleaning per SSPC-SP12/WJ4, and applying an appropriate coating system.

Full removal of the existing coating system by abrasive blasting would be recommended when the surface resembles Rust Grade 3-S (Spot Rusting), 4-G (General Rusting), or 4-P (Pinpoint Rusting). When the coating system has deteriorated to encompass approximately 33% of the surface area, it is always more economical to consider full removal and reapplication of the appropriate protective coating system.

Mildew –Prior to attempting to remove mildew, it is always recommended to test any cleaner on a small, inconspicuous area prior to use. Bleach and bleaching type cleaners may damage or discolor existing paint films. Bleach alternative cleaning solutions may be advised.

Mildew may be removed before painting by washing with a solution of 1 part liquid bleach and 3 parts water. Apply the solution and scrub the mildewed area. Allow the solution to remain on the surface for 10 minutes. Rinse thoroughly with water and allow the surface to dry before painting. Wear protective eyewear, waterproof gloves, and protective clothing. Quickly wash off any of the mixture that comes in contact with your skin. Do not add detergents or ammonia to the bleach/water solution.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/15/2024

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 Libertate Insurance Services, LLC 20 N. Orange Avenue, Suite 500 Orlando, FL 32801 www.libertateins.com	CONTACT NAME: Atlantic Payroll Partners, LLC PHONE (A/C. No. Ext): 772-466-0440 E-MAIL ADDRESS: certs@atlanticpayroll.us	FAX (A/C. No): 772-226-0927
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Midwest Employers Casualty Company	23612
INSURED Atlantic Payroll Partners, LLC 3802 Crossroads Parkway Fort Pierce FL 34945	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 79100697

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	
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$	
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$	
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$	
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	KEYPEO00003200	11/1/2023	11/1/2024	<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	

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

PEO Client: Elite Electric Plumbing & Air, Inc. Effective: 12/25/2017
 Coverage is extended to the leased employees of alternate employer in all states except in monopolistic states.

CERTIFICATE HOLDER

Greyhawk CDD
 12350 Mulberry Avenue
 Hallandale Beach FL 34212

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

Paul R. Hughes

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ACORD 25 (2016/03)

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/15/2024

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 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 Boyd Insurance & Investment Services, Inc. 717 Manatee Avenue West #300 Bradenton FL 34205	CONTACT NAME: Bethany Smith PHONE (A/C, No, Ext): 941-745-8300 E-MAIL ADDRESS: info@boydinsurance.com		FAX (A/C, No): 941-782-6293
	INSURER(S) AFFORDING COVERAGE INSURER A : Southern Owners Insurance Company		NAIC # 10190
INSURED Elite Painting and Design, LLC Matthew Facciolla 8458 Miramar Way Lakewood Ranch FL 34202	ELITPA1	INSURER B :	
		INSURER C :	
		INSURER D :	
		INSURER E :	
		INSURER F :	

COVERAGES

CERTIFICATE NUMBER: 804014243

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 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			20716286-24	2/5/2024	2/5/2025	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
							MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
A	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			20716286-24	2/5/2024	2/5/2025	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 type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> RETENTION \$ 10,000			4789887601	2/5/2024	2/5/2025	EACH OCCURRENCE	\$ 2,000,000
							AGGREGATE	\$ 2,000,000
								\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

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

CERTIFICATE HOLDER**CANCELLATION**

Greyhawk CDD
 12350 Mulberry Ave
 Bradenton FL 34212

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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**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.	
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. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> 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. <input type="checkbox"/> 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) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
6 City, state, and ZIP code	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

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

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

Social security number									
				-			-		
or									
Employer identification number									
				-					

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 ▶	MATTHEW FACCIOLLA	Date ▶	JAN 1ST 2023
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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.

ESTIMATE

Nostalgic Lampposts & Mailboxes Plus
PO Box 7202
North Port, FL 34290

nlp1677@yahoo.com
941-223-1677



Grey-Hawk Landing C.D.D.

Bill to

Grey-Hawk Landing C.D.D.
Rizzetta & Company, Inc.
3434 Colwell Ave Ste 200
Tampa, FL 33614

Ship to

Grey-Hawk Landing C.D.D.
Rizzetta & Company, Inc.
3434 Colwell Ave Ste 200
Tampa, FL 33614

Estimate details

Estimate no.: 1194
Estimate date: 03/10/2024

#	Date	Product or service	SKU	Qty	Rate	Amount
1.		Refurbish Refurbish street lights Lenses will be removed and cleaned Clean off corrosion with cupped wire brush, sand, prep Posts painted with 2 coats of Industrial Acrylic gloss black Posts would be done in groups over time as weather permits		330	\$205.00	\$67,650.00
2.		Globe Grey Hawk Install new acrylic globe on lamppost Includes labor and materials ...		1	\$170.00	\$170.00
3.		Lamppost Repairs Retrofit ballast wired poles to LED use, includes LED bulb Price when done in bulk \$205 normally \$245 each		1	\$195.00	\$195.00
4.		NOTE: All quantities can be adjusted to actuals needs				\$0.00

Total **\$68,015.00**



ESTIMATE	#3009
ESTIMATE DATE	Mar 19, 2024
EXPIRATION DATE	May 12, 2024
TOTAL	\$43,000.00

Greyhawk Landing
 278 Petrel Trail
 Bradenton, FL 34212

CONTACT US

6014 17th St E, Unit C
 Bradenton, FL 34203

(941) 228-6084
 fieldmgr@greyhawkcdd.org

(941) 888-3101
 Jessica@paintingsunshine.com

ESTIMATE

Services	amount
----------	--------

EXTERIOR PAINTING PAINT 330 LIGHT POSTS	\$43,000.00
--	-------------

Scrape and wire brush off any loose paint
 Wipe down all surfaces
 Cover light boxes, light sensors, and glass domes
 Cover surrounding shrubs with tarps
 Scuff sand and prime using Pro Cryl industrial primer by Sherwin Williams to caps only
 Apply sealer coat to light posts and base
 apply two coats sher cryl Industrial coating by Sherwin williams in Gloss
 Apply numbers and letters by stencil in white spray paint to each light post base- numbering scheme to be provided by Greyhawk Landingf

COLOR: Package Black (Package black is tinted by at the factory foir better color retention and weather resistance)
 SHEEN: Gloss

NOTE:
 Greyhawk Landing will be added as additionally insured

Services subtotal: \$43,000.00

Subtotal	\$43,000.00
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Tax (Convenience Fee for Credit Card Purchases 4%)	\$0.00
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Total	\$43,000.00
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We accept payments by Zelle, Venmo, paper checks, Credit Cards and Bitcoin

Tab 10

Pool 5000.00
Per 360

Classic Marcite, INC.

COMMERCIAL & RESIDENTIAL SWIMMING POOL RENOVATIONS

430 Fairvilla Rd.

Orlando, FL 32808

4960 Stepp Ave.

Jacksonville, FL 32216

Ph# 407-521-6260 Fax# 407-521-6248

Ph# 904-448-4150 Fax# 904-448-9914

Pebble Tec _____

Quartz _____

Other _____

Date: 1-17-2024

Name "Purchaser": GREY HAWK LANDING

Address: 700 GREYHAWK BLVD.

Job Name: BRADENTON FL 34202

Jobsite Address: ATTN. JAMES HENKEL

City: _____ Zip Code: _____

Cell Phone: 561-531-4107

Work Phone: _____

Email: SEAT3@GREYHAWKCLD.ORG

LIGHTS FUNCTIONAL (circle one): Y or N

EQUIPMENT WORKING (circle one): Y or N

WATER (circle one): CITY or WELL

Classic Marcite, Inc. hereinafter called "Seller", does hereby propose to furnish material and labor in accordance with specifications below and/or attached for the sum of ONE HUNDRED & FORTY EIGHT THOUSAND THREE HUNDRED
00/100 Dollars (\$ 148,300.00)

Payment to be made as follows:

30% of total contract price as a DEPOSIT to get on Schedule

60% of total contract price as a PARTIAL at time of Prep/Bondkote for Plaster

10% of total contract price as FINAL payment at Chemical Startup

This proposal may be withdrawn by Classic Marcite, Inc. if not accepted within 30 days. The work, subject to all terms and conditions as set forth on both sides of this contract as follows:

1. Drain water from pool, taking necessary precautions to prevent hydrostatic pressure displacement.
2. ~~Saw cut under tile, fittings, light(s) and main drain(s) to obtain a flush finish.~~
3. ~~Acid wash to clean and roughen surface.~~
4. ~~Apply bonding agent to achieve a better bond between old and new material.~~
5. ~~Pneumatically apply and hand trowel:~~ _____ finish.
6. Fill pool with water from garden hose.
7. Provide 0 year manufacturer warranty and 0 year labor warranty from date of project completion.
8. Remove all job-related debris from jobsite.
9. Start up equipment and balance water with necessary chemicals. \$1,500.00
10. * SAUDBLAST PAINT FROM PLAY AREA. COAT STRUCTURE WITH RUST PREVENTION
11. AND PAINT STRUCTURE w/ TWO COLORS OF EPOXY PAINT - \$125,000.00
12. * ACID WASH POOL & GUTTER - \$8,500.00 + GEL COAT SLIDE.
13. * INSTALL NEW FRAME & GRATES @ DRAINS \$800.00
14. * CUT RUST OUT OF FLOOR & PATCH. \$1,500.00
15. * GROUT COPING WHERE NEEDED - \$2,500.00
16. * TRAVEL & ACCOMMODATIONS - \$8,500.00

SIGNED CONTRACT MUST BE RETURNED WITH THE 30% DEPOSIT PAYMENT before ordering of special materials or scheduling of any work.

ALL CONTRACTS AND PRICES QUOTED HEREIN ARE CONFIDENTIAL-Contract includes ALL NEW fittings and main drain covers

Respectfully submitted,

CLASSIC MARCITE, INC.

BY: [Signature]
Salesperson TOM YEAMAN

Accepted By: _____
"Purchaser" PRINTED NAME

Accepted By: _____
"Purchaser" SIGNATURE

****3% Surcharge on Discover, Mastercard, Visa** **5% Surcharge on American Express****

CC #: _____

Exp. Date: _____ CVC Code: _____ Zip Code: _____

Name on Credit Card _____

DL #: _____





State of Florida Pool Contractor, License # CPC1457968

Custom Proposal Prepared For

Greyhawk Landing CDD

Pool & spa resurface

By Jack Pink
The Pool Works of Florida
March 15, 2024



Commercial Pool Construction, Renovation & Innovation

The Pool Works of Florida, Inc.
9191 130th Avenue North | Largo, FL 33773
Phone 727.938.8389 | Fax 727.938.5594 | www.thepoolworks.com



State of Florida Pool Contractor, License # CPC1457968

Company Profile

The Pool Works is a fully licensed and insured specializing in commercial pool construction, renovation and innovation. We've been in business since 1996. Donald Ball Sr., President & CEO is the State of Florida License holder for the company and has been in the industry since 1986. Our Company has a commitment to quality with every project and we are extremely proud of our reputation. A list of completed projects has been included with your proposal for your review. There are a number of quality companies in our area that we enjoy competing with every day. Unfortunately, there are an equal number of undesirable companies as well.

The Pool Works is one of the industry's finest pool renovation specialists. We continue to be recognized for our quality craftsmanship and design specialties. Customers choose us when they want a partner that offers excellence in quality workmanship, utilizing the best materials available. Our team is staffed with the top consultative experts, tradesmen and support staff, ensuring that your project is safe and professional from start to finish.



Construction | Renovation | Repairs & Service | Pool Furniture

The following resources are available to verify licensing and business practices.

Better Business Bureau



www.bbbwestflorida.org
727-535-5522

Pinellas County Construction Licensing Board



www.pcclb.com
727-536-4720

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State of Florida Pool Contractor, License # CPC1457968

PUBLIC SWIMMING POOL RESURFACING CODE REQUIREMENT EXPLANATION

The following survey details the changes that are required for the pool to meet current code. These changes are required when the pool is renovated. This survey is a tool to inform the property owners of the requirements. The Health Dept. will perform an inspection after the work is completed to assure the property owner that current code requirements have been met.

This is very important to ensure the proposal is accurate and prevent expensive change orders later. It is unlawful for a company to begin construction or modification to any public pool without first having received written approval from the Health Dept.

The existing step tile must be replaced with a permanent, continuous, dark color tile to highlight the step area. The tiles must also be NON-SKID.

The existing gutter tile does not meet code. They must be replaced with NON-SKID tile.

The existing depth marker tiles will be replaced to meet code.

International "No Diving" tiles are required by code.

The existing gutter grates will be replaced with new fittings, frames and grates. They also need to be made flush with the gutters.

Upon inspection the gutter of the pool does not meet code. Gutter slope from lip of gutter to gutter drain must be increased downward, not to exceed 2 inches. The lip of the gutter must be level, within $\frac{1}{4}$ " overall.

A new VGB compliant main drain frame and grate will be installed.



State of Florida Pool Contractor, License # CPC1457968

POOL RESURFACING PROPOSAL

Submitted To: Greyhawk Landing CDD

Date: March 15, 2024

Work to be performed at: 700 Greyhawk Blvd Bradenton 34212

Point of Contact: Andrew Davis; FieldMgr@greyhawkcdd.org; 941-228-6084

Pool Size:	Length 75'	Perimeter 364'	Total Square Footage
	Width 60'	Depth 0' to 5'	5956'

We hereby submit specifications and estimates for renovations of a swimming pool. We agree to furnish materials and labor to complete renovation. All work to be completed in compliance with attached specifications.

Perform 24 hour Static Water Test to verify Water Loss		INCLUDED
Refinish pool interior with HYDRAZZO		\$52,626.00
Refinish gutters with HYDRAZZO		\$11,810.00
Install gutter fittings, frame & grates	Qty. 40 Grates	\$ 1,120.00
Install upper tile	340 Lin. Ft.	\$ 8,500.00
Install lower tile	334 Lin. Ft.	\$ 8,350.00
Install NON SKID step/bench tile as per code	132 Lin. Ft.	\$ 3,300.00
Install lap lane, T's & targets	138 Lin. Ft.	\$ 2,070.00
Install VGB Compliant main drain & beach entry frames & grates	Qty. 5	\$ 2,100.00
Install Depth Markers as per code	Qty. 128 tiles	\$ 3,200.00
Install International "NO DIVING" tiles	Qty. 20 tiles	\$ 600.00
Install " NO ENTRY" tiles	Qty. 6 tiles	\$ 150.00

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State of Florida Pool Contractor, License # CPC1457968

POOL RESURFACING PROPOSAL

Submitted To: Greyhawk Landing CDD

Date: March 15, 2024

Work to be performed at: 700 Greyhawk Blvd Bradenton 34212

Point of Contact: Andrew Davis; FieldMgr@greyhawkcdd.org; 941-228-6084

Pool Size:	Length 75'	Perimeter 364'	Total Square Footage
	Width 60'	Depth 0' to 5'	5956'

We hereby submit specifications and estimates for renovations of a swimming pool. We agree to furnish materials and labor to complete renovation. All work to be completed in compliance with attached specifications.

Install Pentair Intellibrite G5 LED Pool Lights	Qty. 9	\$ 8,032.00
Chemical Start-Up & water balance		\$ 2,978.00
Permit Fees		\$ 600.00

JOB TOTAL POOL RESURFACING \$105,436.00

Note: After the pool is drained it will be inspected for cracks and if cracks are found, management will be notified. The cost for crack repair is at a cost of \$115.00 per linear foot.



State of Florida Pool Contractor, License # CPC1457968
**PUBLIC SWIMMING SPA RESURFACING
SURVEY EXPLANATION**

The following survey details the changes that are required for the spa to meet current code. These changes are required when the spa is renovated. This survey is a tool to inform the property owners of the requirements. The Building Dept. will perform an inspection after the work is completed to assure the property owner that current code requirements have been met. It is advisable to withhold partial payment from the contractor until this inspection is completed.

This is very important to ensure the proposal is accurate and prevent expensive change orders later. It is unlawful for a company to begin construction or modification to any public spa without first having received a permit from the Building Dept.

The existing step/bench tile must be replaced with a permanent, continuous, dark color tile to highlight the step area. The tiles must also be NON-SKID.

New VGB compliant main drain frames and grates will be installed.

Thank You!

Jack



State of Florida Pool Contractor, License # CPC1457968

SPA PROPOSAL

Submitted To: Greyhawk Landing CDD

Date: March 15, 2024

Work to be performed at: 700 Greyhawk Blvd Bradenton 34212

Point of Contact: Andrew Davis; FieldMgr@greyhawkcdd.org; 941-228-6084

Spa Size: **Perimeter** 364' **Total Square Footage**
 Depth 1.5'- 3' 12' round

We hereby submit specifications and estimates for renovations of a swimming pool. We agree to furnish materials and labor to complete renovation. All work to be completed in compliance with attached specifications.

Refinish spa interior with HYDRAZZO **\$7,703.00**

Install upper tile 35 Lin. Ft. \$ 875.00

Install step/bench tile 36 Lin. Ft. \$ 900.00

Install main drain frame and grates Qty. 2 \$ 250.00

Install Pentair Intellibrite G5 LED spa Light Qty. 1 \$ 892.00

Chemical Start-Up & water balance \$ 300.00

Permit Fee INCLUDED WITH POOL

JOB TOTAL SPA RESURFACE **\$10,920.00**

JOB TOTAL POOL RESURFACING **\$105,436.00**

JOB TOTAL **\$116,356.00**

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State of Florida Pool Contractor, License # CPC1457968

ACCEPTANCE OF CONTRACT TERMS AND CONDITIONS

Submitted To: Greyhawk Landing CDD

Date: March 15, 2024

1. Payment schedule as follows:

30% will be invoiced 60 days prior to work commencing.	\$34,906.80
50% due upon tile delivery to site.	\$58,178.00
20% due within 7 days of completion	\$23,271.20
2. Balance to be paid in full upon satisfactory completion of work.
3. Unpaid balance will incur service charges to the maximum extent allowable by law, as well as, any cost (s) of collections and attorney fees. Any and all disputes that arise during or after execution of this contract will be settled solely by the FSPA binding arbitration process. Failure to make timely progress payments could result in delays of the project.
4. Any alterations or deviation from the enclosed specifications involving extra costs will only be executed upon written order and will become an extra charge over and above this contract.
5. The Pool Works includes removing loose plaster and patching as part of its contract, however in the event of severe loose plaster The Pool works will accept the cost of removing and replacing up to 1% of the total square footage of the pool. Any more than 1% of the square footage will be removed and replaced at a rate of up to \$4.00 per square foot and will be added to the price of the contract. Other structural problems such as cracks in the pool shell or unstable substrate may also require additional work and cost. This is an unforeseen problem. The Pool Works will make the customer aware of the problem as soon as the pool is drained and inspected.
6. **PRICING GOOD FOR 30 DAYS UNLESS SIGNED AND ACCEPTED.**
7. Projects won't begin without a deposit received 60 days prior to the start date.
8. ***Material Selections will need to be made in our Largo Showroom as quickly as possible after the proposal has been signed.***

All work to be in compliance with the Florida Building Code and the County Health Department.

ACCEPTANCE

The prices, specification, terms and conditions contained in this bid package are hereby accepted. We authorize the renovation project to be done.

Signature _____ Date _____

NOTE: The pricing for this proposal may increase due to the ongoing cost increases for materials.

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State of Florida Pool Contractor, License # CPC1457968

Construction Specifications for Commercial Pool Resurfacing

JOBSITE

- Will remain as clean as possible during construction
- Will remain locked and secured at all times with no access to area while under construction
- Caution tape and signs will be posted at gates or points of entry
- Safety of workers and people close to the work area will remain the highest concern
- Inspections of any work should be done with the job supervisor present

MATERIALS

- Materials may be stored on jobsite in a neat and orderly manner
- All materials will be used in strict accordance with manufacturer specifications

PREPARATION

- All pool equipment, pool lights will be turned off
- Pool will site for 24 hour Static Water Test
- Pool will be drained with submersible pumps to storm drains or other specified area
- The hydrostatic plug will be removed and precautions taken to control ground water
- Temporary pumps may be installed to control ground water
- Pool surface will be checked for stability and sounded for any loose or delaminated pool finish.
- Fill in all hollow areas to make swimming pool surface smooth.
- The Pool Works includes removing loose plaster and patching as part of its contract, however in the event of severe loose plaster The Pool works will accept the cost of removing and replacing up to 1% of the total square footage of the pool. Any more than 1% of the square footage will be removed and replaced at a rate of up to \$4.00 per square foot and will be added to the price of the contract. This is an unforeseen problem. The Pool Works will make the customer aware of the problem as soon as the pool is drained and inspected.
- All returns will be cut back or replaced if necessary to allow for new pool finish and to ensure a new seal around them
- Install new floor inlets with diffusers and cover plates to diffuse return water into water column. Minimizes staining on pool surface
- If no new tile is being set, existing tile will be undercut for proper seal of the pool finish
- Pool light fixtures will be removed and niches internally inspected for proper sealing
- Light niches will be cut back for proper seal
- Main drain "Pot" will also be inspected for proper sealing around pipe (s)
- Ladders and grab rails will be removed if possible and anchors inspected
- Step tiles will be replaced
- Skimmers will be cut back for proper seal, if applicable
- Gutter grates and frames will be removed and replaced with new frames
- Pipes in gutter fittings will be raised if necessary and sealed
- Entire pool finish will be acid etched with hydrochloric acid
- The acid will also etch marcite to open pores and remove impurities.

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State of Florida Pool Contractor, License # CPC1457968

(Continued) Construction Specifications

- Pool surface may be bleach washed and degreased with tri-sodium phosphate if necessary
- Pool surface will be pressure washed at 3500 psi

INSTALLATION

- Pool surface will be bond coated with an SGM Bondcoat
- New pool surface will be applied at a minimum of 3/8" to 1/2" thickness
- Minimal accelerants will be used
- Pool surface will be mixed according to manufacturer directions
- Pool surface will be troweled into any voids created by cutback and packed to make seal
- Pool surface will be worked to a smooth finish
- Pool surface to be pneumatically applied
- A new VGB compliant main drain frame and grate will be installed
- Pool finish in gutters will be level and flush with grates
- Hydrazzo will be exposed and polished with a diamond pad.
- After installation is complete pool fill will start

TILE

- Existing tile will be removed if necessary or tile will be deglazed and cleaned for acceptance of new tile
- Tile on lip of gutter will be set to relevel pool according to the Florida Building Code requirements
- Tile will be set with polymer-modified thinset approved for underwater applications
- Tile will be grouted with polymer-modified grout approved for pool tile
- All pool tiles will be pool grade
- Code required depth markers would be set in tile line
- Tile at gutters will be set for a 2" drop from front to back of gutters

PERFORM POOL SURFACE START-UP (Per Manufacturer Start-up procedure)

- Pool equipment will be restarted
- The addition of a metal sequestrant will be added to pool
- Pool water chemistry will be completely balanced including Chlorine, PH, Total Alkalinity, Calcium Hardness and Cyanuric Acid

STRUCTURAL PROBLEMS AFTER DRAIN

Structural problems such as cracks in the pool shell or unstable substrate may require additional work and cost. This is an unforeseen problem. The Pool Works will make the customer aware of the problem and additional costs as soon as the pool has been drained and inspected.



State of Florida Pool Contractor, License # CPC1457968

Recent Resurface References

Bahia Del Mar I 6365 Bahia Del Mar Blvd Resource Property Management/Leah Tessler	St. Pete 727-864-0004	33715
Bahia Del Mar 5 6021 Bahia Del Mar Circle Resource Property Management/Tracy Sander	St. Pete 727-864-0004	33715
Bahia Del Mar 6 6350 Bahia Del Mar Circle Resource Property Management/Linda Kiser	St. Pete 727-864-0004	33715
Bahia Vista I 5801 Bahia Del Mar Circle Resource Property Management/Linda Kiser	St. Pete 727-864-0004	33715
Bay Island Ambassador Spa 7300 Sun Island Dr Property Manager/Joyce	S. Pasadena 727-360-2751	33707
Belle Biltmore Villas Oaks 150 Bellview Blvd Progressive Management	Belleair 727-773-9542	33756
Bonaventure Condo 3023 Bonaventure Cir Progressive Management/Simone	Palm Harbor 727-773-9542	34684
Casa Del Mar 5 6276 Sun Blvd. Resource Property Management/Vance Poland	St. Pete 727-864-0004	33715
Cedar Hollow Townhomes Cedar Hollow Lane Jim Nobles Management/Sheron Nichols	Tampa 727-441-14514	33618
Clearwater Yacht Club 803 Bayway Blvd Jack	Clearwater Beach 727-447-5135	33767
Coachman Creek 2625 SR 590 Clara Schultz, Manager	Clearwater 727-797-9701	33759
Country Club Condominium 1200 Country Club Dr. Community Management Concepts, Patricia England	Largo 727-364-4690	33771
Cypress Cove Townhomes 6249 W. Linebaugh Ave Management & Associates/ Joan Fissella	Tampa 813-433-2000	33625

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Phone 727.938.8389 | Fax 727.938.5594 | www.thepoolworks.com



State of Florida Pool Contractor, License # CPC1457968

Recent Resurface References (Continued)

East Lake Woodlands Condo 5 101 Lakeview Place Rick/Maintenance	Oldsmar 727-773-6902	34667
Edgewater Arms Condo 622 Edgewater Dr Progressive Management/Bob	Dunedin 727-733-1896	34698
Forest Wood 8234 Long branch Drive Creative Property Management/ Marney	Port Richey 727-478-4917	34668
Franklin Square East 1480 Brier Ct Calibre Management/Ray	Palm Harbor 727-796-1996	34683
Glen Eagles Condominium 2600 Cypress Pond Road Citadel Property Management/Jim Ranalo	Palm Harbor 727-938-7730	34683
Glen Ellen MHP 2882 Gulf to Bay Blvd ELS Properties Mike Bowering	Clearwater 727-797-5432	33759
Golden Gate MHP Spa 8201 40 th Street North Robert	Pinellas Park 727-577-9205	33781
Heritage Isles Golf & Country Club 10630 Plantation Bay Dr. John Browne/Manager	Tampa 813-907-7388	33647
Highland Lakes HOA 3300 MacGregor Drive Carl/Maintenance Director	Palm Harbor 727-643-4125	34684
Hillcrest Mobile Home Park 2346 Druid Road Park Manager, Mike	Clearwater 727-535-7906	33764
Imperial Pines 3074 Eastland Blvd Progressive Management/Curt Young	Clearwater 727-773-9542	33756
Mariner Village 1531 Klosterman Road Progressive Property Management/Linda	Tarpon Springs 727-773-9542	34689
Palma Del Mar 2 6218 Palma Del Mar Blvd Qualified Property Management/Tracey	St. Petersburg 727-869-9700	33715

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State of Florida Pool Contractor, License # CPC1457968

Recent Resurface References (Continued)

Palma Del Mar 3 6268 Palma Del Mar Blvd Tom Counihan/Board President	St. Petersburg 727-865-0192	33715
Palma Del Mar 4 6322 Palma Del Mar Blvd Del-Mar Property Services/Randy Miller	St. Petersburg 727-656-3791	33715
Palma Del Mar 5 6218 Palma Del Mar Blvd Qualified Property Management/Lydia Mascato	St. Petersburg 727-869-9700	33715
Penthouse Groves 1655 South Highland Ave Progressive Property Management/Tom Reardon	Clearwater 727-773-9542	33756
Philippe Bay Townhomes 2020 Philippe Parkway Resource Property Management/Mary Hadnott	Safety Harbor 727-796-5900	34695
Pine Ridge at Sugar Creek 13212 Slash Pine Dr Creative Management/Lisa Remick	Hudson 727-478-4909	34667
Quiet Waters 19931 Gulf Blvd. Minute Men Property Management/Bill Prout	Indian Shores 727-593-3265	33785
Ranchero Village 7100 Ulmerton Road Property Manager/Deborah	Largo 727-536-5573	33771
Royal Palms 400 Lake Ave Peter Sala/ Plant Operations Director	Largo 727-385-2997	33771
Sandal Cove 1001 Bayshore Blvd. Progressive Property Management/ Katherine Ganglhoff	Safety Harbor 727-773-9542	34695
Sarasota County Arlington Complex 2650 Waldemere St. Jose Duque, Pool Maintenance Supervisor	Sarasota 941-315-0155	34239
Sheraton Sand Key 1160 Gulf Blvd Seaway Resorts/John Agliano	Clearwater Beach 727-593-6000	33767
Shipwatch Yacht and Tennis Club CMC Property Management/Clara Carlucci	Largo 727-595-9300	33744

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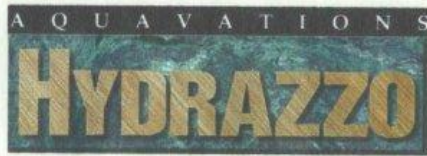
State of Florida Pool Contractor, License # CPC1457968

Recent Resurface References (Continued)

Shore Mariner 18304 Gulf Blvd Manager, Denny	Redington Shores 727-393-8137	33708
Surfside Condominium 11 Idlewild St Jim Nobles Management/Richard Drago	Clearwater Beach 727-441-1454	33767
Sunset Palms 3401 Gandy Blvd Manager, Richard Thomas	Pinellas Park 727-577-0287	33781
Tampa Bay Yacht and Tennis Club General Manager/Scott Fairbairn	Tampa 813-831-8665 ext 225	33611
Tarpon Shores MHP 40274 US Hwy 19 N Manager/ Michael Kostare	Tarpon Springs 727-938-2600	34689
The Childrens Home 10909 Memorial Hwy Charles	Tampa 727-599-5439	33615
Versant Place Apts 1010 Versant Drive Victoria/Manager	Tampa 813-655-1957	33511
Viewpoint on the Bay 55 Rogers Street Tom Vanhooose Board Member	Clearwater 727-812-4317	33756
Westlake Village HOA 810 Village Way Carl/Board Member	Palm Harbor 727-643-4125	34683
Windsor Club @ Legacy Park 9905 Windsor Club Drive Lacey Haker/Manager	Riverview 813-246-4334	33578



State of Florida Pool Contractor, License # CPC1457968

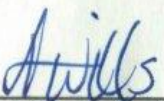


Approved Applicator

This certificate certifies that

The Pool Works of Florida

*has completed the Hydrazzo® Polished Marble
Approved Applicator Training Program
and is authorized to offer a 10-year limited warranty*

Signature 
Tim Wills, National Sales Coordinator

Date: 9/26/14

Aquavations



State of Florida Pool Contractor, License # CPC1457968

April 12, 2021



AQUAVATIONS

Dear Mr. Ball,

*The Pool Works of Florida
9191 130th Avenue N.
Largo, FL 33773*

As one of our original and largest certified Hydrazzo applicators, you have achieved the Aquavations 25-year award. With your professional craftsmanship, attention to detail and loyal dedication, you may now offer the highest designation of the Hydrazzo extended warranty. This is awarded to a very select group and is a testament to your superior knowledge of the Hydrazzo product, and the application therein.

This achievement comes with years of conscientious product application, unparalleled customer service, and pool owner training of Sound Technical Practices for start-up and maintenance. Our records reflect that Pool Works of Florida has never had a customer complaint or material claim in the past 25 years. This recognition is the highest compliment and designation offered by Aquavations Corp. It is with great pride that we provide this designation to Pool Works of Florida.

Regards,

**Blaine Johnson
National Sales Manager
CL Industries/Aquavations**

The Pool Works of Florida, Inc.
9191 130th Avenue North | Largo, FL 33773
Phone 727.938.8389 | Fax 727.938.5594 | www.thepoolworks.com



State of Florida Pool Contractor, License # CPC1457968



Pool/Spa Finish Warranty



Aquavations Corporation provides a 10 Year Limited Warranty for Hydrazzo pool/spa finishes.

Aquavations Corp. is a worldwide leader in advanced, pre-blended exposed aggregate coating systems for the modern swimming pool. Our mission is to develop dependable, pre-blended pool plaster systems using basic and advanced technology from years of experience and hands-on applications. We have developed new and improved products, superior to any other, utilizing the earth's finest raw materials. A combined 40 years of work in the industry has produced pool surface technology unrivaled in appearance and durability.

This is exclusive for The Pool Works and its customers!



The Pool Works of Florida, have achieved a 22 Year Award for Craftsmanship and Loyal Dedication from Aquavations Corp. allowing us to offer the highest designation of the Hydrazzo Extended Warranty.

We provide an additional 10 Year Extended Limited Warranty, which warrants the same coverage as the initial 10 Year Limited Warranty.

Combined, this gives our customers a 20 Year Limited Warranty. If we are awarded the contract for your project, we will provide the extended warranty of 10 years to cover your Hydrazzo pool finish.

We at The Pool Works of Florida, Inc. will always provide the best craftsmanship and quality for every project we are awarded.

Donald Ball

Donald Ball, President

The Pool Works of Florida, Inc.
9191 130th Avenue North | Largo, FL 33773
Phone 727.938.8389 | Fax 727.938.5594 | www.thepoolworks.com



State of Florida Pool Contractor, License # CPC1457968



5 Year Workmanship Warranty

The Pool Works of Florida warrants its installation of all materials utilized in all of its construction/renovation projects. The intent of the warranty is to give assurance that all workmanship is completed in accordance with manufactures' specifications and installation guidelines. This warranty is for a period of (5) five years after completion of project.

This warranty excludes damage caused by structural failure, physical abuse and/or improper maintenance.

The Pool Works of Florida, Inc.
9191 130th Avenue North | Largo, FL 33773
Phone 727.938.8389 | Fax 727.938.5594 | www.thepoolworks.com



commercial construction

For nearly two decades we have developed a commercial portfolio with a wide range of solutions for new construction projects. We partner with manufacturers that share the same philosophy of supplying the best product and standing behind it.

Pools, Spas, Decks, Filtration Systems, Heating Solutions, Pavers, Splash Pads, Water Features, Custom-Cast Coping, Equipment Paks

renovation

With a full line of renovation services, we'll review the status of your commercial environment and explore the options. Whether a simple renovation or scalable upgrades, we'll discuss changes to ensure compliance according to the Florida Administrative Codes.

- Pool & Spa Resurfacing, Equipment Upgrades, Tile Replacement
- Ladders, Handrails, Main Drain Grates Pavers, Equipment Paks
- Deck Resurfacing, Paver Installations
- Custom-Cast Coping, Water Features, Splash Pads
- Heating Solutions, Salt Chlorination Systems
- LED Lighting Solutions, Health Department Code Upgrades

pool & spa finishes

With nearly twenty years of hands on industry experience, we can say that we work with the best manufacturer of commercial pool and spa finishes. We have been a partner with CL Industries for nearly 17 years. Their finishes come with a 10 year warranty, however due to our expertise they allow us to offer an exclusive Extended 10 Year Warranty.

Hydrazzo Pool & Spa Finishes

A silky smooth texture, combined with the proven durability of exposed aggregates.



repairs

The Pool Works has experienced teams prepared to address a wide range of challenges that may occur throughout the life of your commercial environment.

- Pool & Spa Pumps, Equipment Paks
- Heaters (Electric, Natural Gas, Propane, Solar)
- Filtration Systems, Salt Systems, Chlorinators, Plumbing, Leak Detection & Repair, Stain Removal, Pool & Spa Lighting, Pressure Testing inspections, Tile, Coping, Pavers, Deck Surfaces
- Repairs as a result of a Health Department Inspection

service

Pools and Spas are complex and technical structures. If you add in the moving water, chemicals and swimmers using the facilities it takes its toll. A well planned maintenance program and procedures will extend the life of your pool, spa and deck.

- Pool, Spa, Equipment, Deck Evaluations, Equipment Maintenance
- Restoring Proper Paver Elevations, Deck Repair and Sealing, Coping and Tile Repair
- Paver Cleaning and Sealing, Health Department Inspection Report Review, Consultation Services

energy efficient solutions

We offer award winning products by industry innovators and leaders that are energy efficient, eco-friendly – saving you a lot of money.

- **Variable Speed Pumps** Save up to 90%
- **LED Pool & Spa Lighting** reduces energy consumption up to 89%.
- **Heating** - Air Source Heat Pumps can save you up to 75%.
- **Salt Systems** save you 75-80% over standard chlorine solutions.



The Pool Works of Florida, Inc.
9191 130th Avenue North | Largo, FL 33773
Phone 727.938.8389 | Fax 727.938.5594 | www.thepoolworks.com

Tab 11

Big Earth Landscape Supply

Quotation

PO Box 1030
 Bradenton, Florida 34206
 Phone: 941-746-4471

Date Mar 12, 2024	Page 1
Order Number QT04726	

Sold To:

GREYHAWK LANDING CDD
 12350 MULBERRY AVE
 BRADENTON, FL 34212

Ship To:

GREY HAWK LANDING CDD
 700 Greyhawk Landing Blvd.
 Bradenton, FL, 34212

Reference	PO Number ANDREW	Customer No. GRE343	Salesperson TROY	Order Date Mar 12, 2024	Ship Via	Terms COD
------------------	----------------------------	-------------------------------	----------------------------	-----------------------------------	-----------------	---------------------

Qty. Ord.	Qty. Shp.	Qty. B/O	Item Number	Description	Unit Price	UOM	Extended Price
7,150.0	0.0000	7,150.0	BROWNMULCH3CUBG	MULCH BAG BROWN 3CU (M-48)	3.45	EA	24,667.50
1.0000	0.0000	1.0000	LABOR	LABOR	15,975.00	EA	15,975.00

<p>Comments:</p> <p>PRICE SUBJECT TO CHANGE</p>	<p>Tax Summary:</p> <p>FLORIDA 0.00 MANATEE 0.00</p>	<p>Less</p> <p>Included Tax 0.00</p> <p>Order Discount 0.00</p> <hr/> <p>Subtotal 40,642.50</p> <p>Total sales tax 0.00</p> <hr/> <p>Total order 40,642.50</p>
--	--	---

Southeast Spreading Company, LLC	
6089 Janes Lane Naples FL 34109	
Phone #	Fax #
239-332-2595	239-332-2852



Estimate	
Date	Estimate #
1/5/2024	23358
Please provide sales tax exemption certificate upon acceptance of estimate. (if applicable)	

Customer/Client Name / Address
Rizzetta & Company c/o Greyhawk Landings CDD 3434 Colwell Ave Ste. 200 Tampa, FL 33614

Ship To
Greyhawk Landing CDD 12350 Mulberry Ave Bradenton, Florida 34212
R RW

<i>Provide PO # if applicable</i>	Terms	Project Name/Description	Additional Job Name/Information
	Net 30	Greyhawk Landing CDD	2024 Mulch Application

Description	Qty	Rate	Total
Greyhawk Landing CDD 3cu. ft. Bags Coco Brown Mulch			
Common Ground - 7,182 Bags (798 Yards) ****Revised from 894 yards to 798 yards.. ****Need to know which areas to skip.			
3 cu ft Mulch Installed Coco Brown	798	46.08	36,771.84
SES not responsible for any additional bags needed			

PLEASE NOTE: THE ABOVE PRICING IS ONLY VALID FOR 7 DAYS Thank you for your business! Please sign and fax/email proposal back to (239)332-2852 or shane@southeastspreading.com	Subtotal	\$36,771.84
	Sales Tax (7.0%)	\$0.00
	Total	\$36,771.84
APPROVAL & DATE		
Signature _____ Date _____		

Tab 12

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

GREYHAWK LANDING COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Greyhawk Landing Community Development District was held on **Thursday, February 22, 2024, at 6:00 p.m.** at the Greyhawk Landing Clubhouse, located at 12350 Mulberry Avenue, Bradenton, FL 34212.

Present and constituting a quorum:

Jim Hengel	Board Supervisor, Chairman
Mark Bush	Board Supervisor, Vice Chairman
Cheri Ady	Board Supervisor, Assistant Secretary
Scott Jacuk	Board Supervisor, Assistant Secretary
Patty Mathews	Board Supervisor, Assistant Secretary

Also present were:

Belinda Blandon	District Manager, Rizzetta & Company, Inc.
Andrew Cohen	District Counsel –
	Persson, Cohen, Mooney, Fernandez & Jackson, P.A.
Rick Schappacher	District Engineer, Schappacher Engineering, LLC
Andrew Davis	Field Operations Manager
Matt Jones	Crosscreek Environmental, Inc.

Audience

FIRST ORDER OF BUSINESS

Call to Order

Ms. Blandon called the meeting to order and conducted roll call.

The Board recited the Pledge of Allegiance.

SECOND ORDER OF BUSINESS

Audience Comments

Ms. Blandon advised that she would now open the floor for public comment, she reminded attendees to limit public comment to three minutes per person.

Ms. Mueller addressed the Board regarding the rec center pool not working.

Ms. Patel spoke to the Board regarding the preserve behind her home.

Ms. Wilson advised the Board of the fishing tournament on March 3rd. She advised the

49 new location is at the lake next to the rec center. She still needs volunteers.

50
51 Mr. Charbonneau addressed the Board regarding the Main Gate project as well as the
52 pressure washing and lamppost painting on the agenda.

53
54 Ms. Banister requested for the pond behind her home, 320 Chantilly Trail, be cleaned
55 as it has been full of debris for over two months.

56
57 Mr. Wulczak spoke to the Board regarding the District Engineer. He advised the District
58 engineer had done a great job for the community and has looked out for the District.

59
60 **THIRD ORDER OF BUSINESS** **Staff Reports**

61
62 A. Aquatic Maintenance
63 Matt Jones advised the Board the lakes have started to see algae bloom. He advised a
64 second technician will be assigned to work on it to stay ahead of it. He stated Crosscreek
65 completed the removals on the nature trail. He advised he received the proposals for the
66 fish stocking, and the bluegill and gambusia should be delivered by the end of next week
67 or the following week; however, the bass will have to wait until May as they will not be
68 ready until then. Mr. Jones spoke regarding the proposal for excavating of Pond 37. He
69 advised Pond 37 constantly needs an annual removal of cattails because there is
70 sediment build up in the middle of the pond. He stated the technician is sinking to his
71 knees when trying to reach the area that is overgrown. Ms. Jones advised by
72 mechanically excavating the pond and removing the sediment, Crosscreek can build up
73 the shoreline and have open water and not dry land in the middle of the pond.

74
75 On a Motion by Mr. Hengel, seconded by Mr. Bush, with all in favor, the Board Approved
76 Crosscreek Environmental Inc Proposal for Mechanical Excavation of Pond #37 for \$14,750.00,
77 for the Greyhawk Landing Community Development District.

78
79 Ms. Bandon requested for Mr. Jones to speak regarding the proposal for Aeration
80 Systems for Ponds 8, 9, and 38. He advised he was not familiar with the proposal. Mr.
81 Hengel advised Ponds 8 and 9 are near each other and near electricity, while Pond 38
82 is near the preserve and will need solar power. Board discussion ensued. Pond 38 has
83 been tabled until Mr. Jones can complete a proposal for solar aeration.

84
85 On a Motion by Mr. Hengel, seconded by Mr. Jacuk, with all in favor, the Board Approved the
86 Crosscreek Environmental Inc Proposal for Aeration Systems for Ponds 8 and 9, Subject to
87 Preparation of an Agreement by District Counsel, for the Greyhawk Landing Community
88 Development District.

89
90 B. Landscape Maintenance
91 Mr. Bautista from Yellowstone Landscaping was not available to present a report. Ms.
92 Bandon offered to forward any questions emailed from the Board to Yellowstone. Mr.
93 Hengel stated the sweet viburnum hedge is failing due to irrigation issues. Board
94 discussion ensued. After discussion District staff was asked to move forward with

95 replacement of the viburnum hedge holding Yellowstone responsible for the
96 replacement.

97
98 C. District Engineer
99 Mr. Schappacher spoke to the Board regarding the Vegetation Removal Bid. He stated
100 he received two bids; Crosscreek Environmental was the lowest bid at \$4,850. He
101 responded to questions from the Board.
102

103 On a Motion by Mr. Hengel, seconded by Ms. Mathews, with all in favor, the Board Approved
104 the proposal from Crosscreek Environmental for the cost of \$4,850.00, for the Greyhawk
105 Landing Community Development District.

106
107 Mr. Schappacher spoke to the Board regarding the Sidewalk and Nature Trail Repair Bid.
108 He stated he received one bid from Infinity Concrete Sidewalk Repair at \$33,882.50. He
109 responded to questions from the Board. Board Discussion ensued
110

111 On a Motion by Mr. Jacuk, seconded by Ms. Mathews, with all in favor, the Board Approved
112 the proposal from Infinity Concrete Sidewalk Repair for the cost of \$33,882.50, Subject to
113 Preparation of an Agreement by District Counsel, for the Greyhawk Landing Community
114 Development District.

115
116 Mr. Schappacher advised the Board regarding the Striping Repair Bid. He stated he
117 received two bids; JJ Pavement Marking was the lowest bid at \$8,502.60.
118

119 On a Motion by Mr. Hengel, seconded by Mr. Jacuk, with all in favor, the Board Approved the
120 proposal from JJ Pavement Marking for the cost of \$8,502.60, Subject to Preparation of an
121 Agreement by District Counsel, for the Greyhawk Landing Community Development District.

122
123 Mr. Schappacher advised the Board regarding the Signage Repair Bid. He stated he
124 received three bids; Fast Signs was the lowest bid at \$22,537.95 He responded to
125 questions from the Board. Board Discussion ensued.
126

127 On a Motion by Mr. Hengel, seconded by Mr. Jacuk, with all in favor, the Board Approved the
128 proposal from Fast Signs for the cost of \$22,537.95, Subject to Preparation of an Agreement by
129 District Counsel, for the Greyhawk Landing Community Development District.

130
131 Mr. Schappacher advised the Board of the status of the reclaim water. He stated the
132 utilities markings need to be completed and the cost would be \$3,252.34. Ms. Blandon
133 stated the Chair can sign off on this. Mr. Schappacher stated he can work with the District
134 Manager on items required.
135

136 Mr. Schappacher advised the Golden Rod and Dahlia Court patches are still a month
137 away from being repaired by the vendor. He spoke to the Board regarding the lower
138 elevation near the parking lot. He advised that it can be filled in to push the water out. He
139 stated there is no way to add a swale to remove the water.
140

141 Mr. Jacuk inquired into the area that runs between Greyhawk Blvd and Magpie Place
142 and the amount of standing water that is currently there. Mr. Schappacher advised the
143 vegetation removal that was approved this evening will assist with the standing water,
144 as the water drains into the wetland. He advised the vegetation has built up quite a bit
145 in that area and by clearing that, the drainage will open and allow the water to move.
146 He advised that part of the approval would be to cut swales into the area to help.

147
148 D. Field Manager
149 Mr. Davis provided an overview of his report. He stated that Yellowstone is continuing to
150 de-moss the trees and will be done by the end of February. He stated he confirmed with
151 Main Gate that they will be onsite one day a week. He advised that Main Gate Project
152 Manager is replying to text messages and phone calls now. He stated the progress is
153 slow.

154
155 Mr. Davis advised Pavement Technology, Inc was onsite last Friday regarding the
156 reclamite application. He advised pictures were taken from the first week and sixty days
157 later and compared side by side. He stated the cul-de-sacs need more heat to be
158 weathered, however, the photos do show progress. Ms. Bandon advised she attended
159 a Teams Meeting with PTI management before Friday's meeting. She advised that she
160 expressed the Board's views on the concerns the District is facing. She advised during
161 the timing of the project, PTI had a hiatus where staff took a certain amount of time off,
162 and this is why they had so many gaps. Ms. Bandon expressed to the vendor the
163 concerns over the lack of communication, and if they were going to have issues with
164 having staff onsite to complete the project, then the project could have been delayed.
165 She advised the vendor did apologize. She stated that requisition number 53 is being
166 held which is payment in full for the road project until the Board is satisfied. She stated
167 Mr. Schappacher and Mr. Hengel would both need to sign off on the requisition. Ms.
168 Bandon advised the Board that she is looking for direction from them on this item. Board
169 discussion ensued. Board directed District Manager to send correspondence to the
170 vendor requesting the over sprayed areas be pressured washed, with the District
171 providing the estimate obtained, if Pavement Technology, Inc agrees to the amount of
172 the pressure washing it will be deducted from their payment.

173
174 Mr. Davis advised that Jan Pro has replaced the cleaning crew and improved their
175 results. He advised the gym will be included soon at an additional cost; the Board stated
176 the gym should already be included. He advised he has a meeting with Jan Pro on
177 Wednesday for an assessment of the new cleaning crew and he will address the gym
178 equipment at that time.

179
180 The Board had a question regarding Main Gate and the repairs. Mr. Davis advised the
181 repairs are done quickly because the maintenance guy lives in the area and can arrive
182 to the District early before his other repairs.

183
184 E. District Counsel
185 Mr. Cohen advised he wanted to remind the Board that as of January 1st, they are
186 required to have four hours of ethics training by the end of this year. He stated it is an
187 annual requirement and the Florida Association of Special District is offering a course

188 online, which will fulfill all requirements. He stated he has been asked if the District will
189 reimburse the Supervisors of costs of the training and he advised the District will do
190 so. Mr. Cohen responded to questions from the Board.
191

192 F. District Manager

193 Ms. Blandon advised the next meeting of the Greyhawk Landing CDD is scheduled for
194 Thursday, March 28, 2024, at 6:00 pm. Ms. Blandon went over the January financials
195 for the District. She advised the District is under budget by \$76,591.
196

197 **FOURTH ORDER OF BUSINESS** **Consideration of Lamppost Painting**
198 **Proposal**
199

200 Mr. Cohen provided an update on the vendor details for the Lamppost Vendors. He
201 advised that Mr. Davis was able to confirm they are an LLC, however they only have \$300,000
202 general liability policy. He advised the auto insurance is \$100,000 on a personal policy and
203 usually the District requests a one-million-dollar policy. He advised he does not see any
204 evidence of workers compensation. Mr. Cohen stated if one of the two men were to be hurt
205 while working on the lampposts, they could make a claim on the District. He advised the District
206 would also have exposure from third parties if the District used this vendor with inadequate
207 insurance. The Board directed Mr. Davis to obtain bids from other vendors to paint the
208 lampposts.
209

210 **FIFTH ORDER OF BUSINESS** **Discussion and Consideration of Classic**
211 **Marcite, Inc Proposal for Rec Pool**
212 **Renovation**
213

214 Mr. Hengel advised he asked for more information; however, he has not received it
215 from the vendor. He requested the item be tabled for now. He advised that he requested that
216 Mr. Davis reach out to local pool vendors to obtain bids.
217

218 **SIXTH ORDER OF BUSINESS** **Review of RFQ Draft**
219

220 Mr. Cohen provided an overview of the RFQ Draft. Mr. Cohen advised this is the RFQ
221 draft package that his office prepares for most Districts. He advised the Board cannot just jump
222 into retaining a new engineer, they need to follow the process. Mr. Hengel advised that he spoke
223 with Mr. Schappacher regarding staying with the District, and Mr. Schappacher is adamant
224 regarding his retiring. Board discussion ensued. Mr. Cohen responded to questions from the
225 Board. The Board tabled this item.
226

227 **SEVENTH ORDER OF BUSINESS** **Consideration of Power Washing**
228 **Proposals**
229

230 Mr. Davis provided an overview of the power washing proposals. Board discussion
231 ensued. Mr. Cohen and Mr. Davis responded to questions from the Board. Further discussion
232 ensued. The Board directed the District Manager to send the power washing bid for Albritton
233 Pressure Washing, LLC for \$28,093.00 to Pavement Technology, Inc. The Board will revisit this
234 issue once the District Manager receives back communication from the vendor.

235
236 **EIGHTH ORDER OF BUSINESS** **Discussion and Consideration of FitRev**
237 **Proposal for Weights**
238

239 Mr. Davis provided an overview of the consideration of FitRev proposal for weights. He
240 advised there are two proposals provided to the Board. He stated one of the proposals is for free
241 weights and the other is for the glide plates, in which two people can use one glide machine at
242 the same time. He stated that right now the current machine like this in the gym needs to be
243 repaired, and the FTS Glide Weight Plates would replace the current machine. He stated there
244 is a trade in for the free weights with FitRev.
245

246 On a Motion by Ms. Ady, seconded by Mr. Bush, with all in favor, the Board Approved the
247 FitRev Proposals for Free Weights and FTS Glide Weight Plates for \$9,799.50, the Greyhawk
248 Landing Community Development District.

249
250 **NINTH ORDER OF BUSINESS** **Consideration of the Minutes of the Board**
251 **of Supervisors' Meeting held on January**
252 **25, 2024**
253

254 Ms. Blandon presented the Minutes of the Board of Supervisors' meeting held on January
255 25, 2024, and asked if there were any questions, comments, or changes to the minutes. There
256 were none.
257

258 On a Motion by Mr. Jacuk, seconded by Mr. Hengel, with all in favor, the Board Approved the
259 Minutes of the Board of Supervisors' Meeting held on January 25, 2024, for the Greyhawk
260 Landing Community Development District.

261
262 **TENTH ORDER OF BUSINESS** **Ratification of the Operations and**
263 **Maintenance Expenditures for the Month of**
264 **January 2024**
265

266 Ms. Blandon advised the expenditures for the period of January 1-31, 2024, totaled
267 \$229,194.46. Mr. Davis responded to questions from the Board regarding the electric bill.
268

269 On a Motion by Ms. Ady, seconded by Mr. Hengel, with all in favor, the Board Ratified the
270 Operations and Maintenance Expenditures for the Month of January 2024, totaling \$229,194.46,
271 for the Greyhawk Landing Community Development District.

272
273 **ELEVENTH ORDER OF BUSINESS** **Supervisor Requests**
274

275 Ms. Blandon advised the Board the current audio system needs to be updated. After
276 discussion the Board directed staff to move forward to obtain a new system.
277

278 Ms. Blandon opened the floor to Supervisor Requests.
279

Tab 13

GREYHAWK LANDING COMMUNITY DEVELOPMENT DISTRICT

DISTRICT OFFICE · Ft. Myers, FLORIDA (239) 936-0913
MAILING ADDRESS · 3434 COLWELL AVENUE, SUITE 200 · TAMPA, FLORIDA 33614

Operation and Maintenance Expenditures February 2024 For Board Approval

Attached please find the check register listing the Operation and Maintenance expenditures paid from February 1, 2024 through February 29, 2024. This does not include expenditures previously approved by the Board.

The total items being presented: **\$141,101.72**

Approval of Expenditures:

_____ Chairperson

_____ Vice Chairperson

_____ Assistant Secretary

Greyhawk Landing Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2024 Through February 29, 2024

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Albritton Pressure Cleaning LLC	100766	020524 Albritton	Pressure Wash E. Wall 02/24	\$ 1,850.00
Cintas Fire Protection	100767	0F32151047	Alarm Repair & Maintenance 01/24	\$ 868.42
Crosscreek Environmental, Inc.	100009	16208	Bush Hogging 02/24	\$ 2,550.00
Crosscreek Environmental, Inc.	100009	16264	Monthly Maintenance 02/24	\$ 3,986.10
Fitness Logic, Inc.	100006	117168	Monthly Maintenance 02/24	\$ 125.00
FitRev, Inc.	100757	30469	Gym Floor - Final Payment 01/24	\$ 3,448.00
FL Off Duty Police	100002	GH021524	Off Duty Patrol Services 01/24	\$ 3,300.00
Florida Department of Revenue	20240216-1	51-8015445488-7 01/24 ACH	Sales Tax 01/24	\$ 24.46
Florida Patio Furniture, Inc.	100763	74487	Patio Furniture 50% Deposit 01/24	\$ 13,255.50
Florida Patio Furniture, Inc.	100763	74488	Patio Furniture 50% Deposit 01/24	\$ 11,384.50
Florida Power & Light Company	100003	FPL Electric Summary 95925-44168 02/24	FPL Electric Summary 95925-44168 02/24	\$ 5,867.58
Florida Power & Light Company	20240227-1	FPL Summary 01/24 ACH	FPL Summary 01/24 ACH	\$ 3,382.83

Greyhawk Landing Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2024 Through February 29, 2024

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Frontier Florida, LLC	100004	941-747-0647-040523-5 01/24	Phone & Internet 01/24	\$ 57.64
Frontier Florida, LLC	100004	941-747-0647-040523-5 02/24	Phone & Internet 02/24	\$ 72.50
Frontier Florida, LLC	100752	210-141-0055-031323-5 01/24	Internet & Phone 01/24	\$ 774.22
George A Bumila, Jr.	100761	9	Tree Trimming 02/24	\$ 3,426.90
George A Bumila, Jr.	100768	20524	Stump Removal 02/24	\$ 1,575.00
Greyhawk Landing CDD	DC021324	DC021324	Debit Card Replenishment	\$ 1,736.28
Greyhawk Landing CDD	DC022924	DC022924	Debit Card Replenishment	\$ 755.21
HomeTeam Pest Defense, Inc.	100007	98879493	Pest Control 02/24	\$ 149.90
Kimal Lumber	100756	020124 Kimal	Bridge Repairs 02/24	\$ 2,290.78
Main Gate Enterprises, Inc.	100769	34556	Service Call 12/23	\$ 1,045.88
Main Gate Enterprises, Inc.	100769	34629	Service Call 01/24	\$ 200.00
Main Gate Enterprises, Inc.	100769	34657	Service Call 01/24	\$ 229.93

Greyhawk Landing Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2024 Through February 29, 2024

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Manatee County Sheriff's Office	100005	2165	Security Services 01/24	\$ 2,080.00
Nostalgic Lampposts & Mailboxes Plus, Inc.	100010	2066	Street Light Maintenance 01/24	\$ 1,400.00
Nostalgic Lampposts & Mailboxes Plus, Inc.	100759	2033	Install LED Bulb 500K 01/24	\$ 316.00
Persson, Cohen & Mooney, P.A.	100764	4666	Legal Services 01/24	\$ 2,456.50
Pools by Lowell, Inc.	100011	76679801	Rec Pool Service 02/24	\$ 2,250.00
Pools by Lowell, Inc.	100011	76679838	Clubhouse Pool Service 02/24	\$ 1,600.00
Rizzetta & Company, Inc.	100001	INV0000087685	Personnel Reimbursement 02/24	\$ 6,715.80
Rizzetta & Company, Inc.	100750	INV0000087136	District Management Fees 02/24	\$ 4,746.58
Rizzetta & Company, Inc.	100760	INV0000087168	Amenity Mgt & Personnel Reimbursement 02/24	\$ 7,838.22
Rizzetta & Company, Inc.	100765	INV0000087189	Cell Phone & Mileage 01/24	\$ 135.55
Schappacher Engineering, LLC	100770	2605	Engineering Services 01/24	\$ 6,525.00
Spectrum	20240220-1	8337 12 013 1816996 02/24 ACH	700 Greyhawk Blvd - Gym 02/24	\$ 26.75

Greyhawk Landing Community Development District

Paid Operation & Maintenance Expenditures

February 1, 2024 Through February 29, 2024

Vendor Name	Check Number	Invoice Number	Invoice Description	Invoice Amount
Spectrum	20240229-1	0034318021024 - 4318 02/24	700 Greyhawk Blvd 02/24	\$ 210.69
State Alarm, Inc.	100012	ACH 242630	Service 02/24	\$ 385.00
State Alarm, Inc.	100012	242747	Service Call -Clubhouse 02/24	\$ 110.00
State Alarm, Inc.	100762	241936	Compass 2 Door Board 01/24	\$ 4,172.50
Stillman's Tree Service	100008	4359	Tree Trimming 02/24	\$ 580.00
TECO Peoples Gas	20240201-1	211012697549 12/23 ACH	12350 Mulberry Ave 12/23	\$ 19.06
TFR Cleaning Services, Inc.	100013	80335	Janitorial Services 02/24	\$ 759.00
Universal Access, LLC	100771	AAAI2038	Gate Maintenance 10/23	\$ 713.00
Universal Access, LLC	100771	AAAI2039	Gate Maintenance 10/23	\$ 1,343.14
Verizon Wireless	20240213-1	9954821009 ACH	Phone Service 02/24	\$ 103.13
Yellowstone Landscape	20240228-1	SS 646655 ACH	Landscape Enhancement 01/24	\$ 185.00
Yellowstone Landscape	20240228-1	SS 649253	Monthly Landscape Maintenance 02/24	\$ 30,995.65
Yellowstone Landscape	20240228-1	SS 649610 ACH	Fert/Chemicals 01/24	<u>\$ 3,078.52</u>
Report Total				<u>\$ 141,101.72</u>

Tab 14

Greyhawk Landing CDD
Special Assessment Bonds, Series 2021
Requisitions for Payment

Requisition No.	Vendor	Amount
54	GreyHawk Landing CDD	\$14,870.00
55	Security Ox	\$11,411.50
	Total	\$26,281.50