



Celebration Residential Owners Association (CROA)

BOARD OF DIRECTORS MEETING

Residents may attend in person or virtually

To join online: Click here to join the meeting Meeting ID: 967 913 052#	To join by phone: 689-206-0281 Meeting ID: 967 913 052#
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Wednesday, June 8, 2022 6:00 – 8:00 PM

AGENDA

- ❖ **Verify Meeting Properly Noticed**
- ❖ **Verify Quorum**
- ❖ **Pledge of Allegiance**
 - a. **Call to Order**
 - b. **Owner Comments**
 - c. **Adopt Agenda**
 - d. **Approval of Minutes**
 - CROA Board Meeting [05-25-2022](#)
 - e. **President's Update**
 - f. **Action Items**
 - 1. Consent Agenda - Landscape
 - a. Motion to approve [landscape improvements at North Village Commons](#) by Nu-Leaf in the amount of \$85,560.00 – CROA Replacement Reserve Funds.
 - b. Motion to approve [landscape improvements at North Village Pavilion](#) by Nu-Leaf in the amount of \$6,465.00 – CROA Replacement Reserve Funds.
 - c. Motion to approve [landscape improvements at Aquila Loop Park](#) by Nu-Leaf in the amount of \$21,465.00 – CROA Replacement Reserve Funds.
 - d. Motion to approve [landscape improvements at Blue Sage Passive Park](#) by Nu-Leaf in the amount of \$4,998.50 – CROA Replacement Reserve Funds.





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- e. Motion to approve [landscape improvements at Pond View Park](#) by Exquisite Lawn Care in the amount of \$857.50 - CROA Replacement Reserve Funds.
- f. Motion to approve [landscape improvements at Runner Oak Park](#) by Exquisite Lawn Care in the amount of \$3,855.00 - CROA Replacement Reserve Funds.
- g. Motion to approve [landscape improvements at Wild Elm Park](#) by Exquisite Lawn Care in the amount of \$792.00 - CROA Replacement Reserve Funds.
- h. Motion to approve [landscape improvements at Sand Lace Park](#) by Exquisite Lawn Care in the amount of \$2,790.00 - CROA Replacement Reserve Funds.
- i. Motion to approve [landscape repairs at the Athletic Complex](#) by NuLeaf in the amount of \$7,125.00 – CROA Replacement Reserve Funds.

2. Consent Agenda

- a. Motion to approve [painting and repairs at Lakeside Pool House](#) by Central Painting in the amount of \$2,240.00 – CROA Replacement Reserve Funds.
- b. Motion to approve the [Dog Park Hours Resolution](#) for Landscaping Maintenance.
- c. Motion to approve [repairs for the 2016 NEV](#) by Bill Bryan Fruitland Park in the amount of \$4,832.12 – CROA Replacement Reserve Funds.
- d. Motion to approve [repairs for a NEV](#) by Bill Bryan Fruitland Park in the amount of \$644.14 – CROA Replacement Reserve Funds.
- e. Motion to approve [paver repairs at Founders Park](#) by Phoenix Works in the amount of \$6,750.00 – CROA Replacement Reserve Funds.
- f. Motion to approve [replacement of fence at East Village Pool and Playground](#) by Phoenix Works in the amount of \$17,500.00 – CROA Replacement Reserve Funds.
- g. Motion to approve [sidewalk repairs at Roseville Service Area](#) by Phoenix Works in the amount of \$1,650.00 – Service Area Reserves.





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- h. Motion to approve [siding repairs at Charleston Place Townhomes](#) by Central Painting in the amount of \$1,950.00 – North Village Townhomes Service Area Reserves.
 - i. Motion to approve [stucco repairs at Charleston Place Townhomes](#) by Central Painting in the amount of \$27,800.00 – North Village Townhomes Service Area Reserves.
3. Motion to approve [painting at Spring Lake Townhomes Phase I and II](#) by Cardinal Painting in the amount of \$205,109.00 – Spring Lake Townhomes Reserves.
 4. Motion to approve [landscape improvements at Heritage Hall](#) by Nu-Leaf in the amount of \$99,887.00 - CROA Replacement Reserve Funds.
 5. Motion to approve [landscape improvements at Spring Park Field](#) by Nu-Leaf in the amount of \$57,425.00 – CROA Replacement Reserve Funds.
 6. Motion to ratify [Celebration K-8 Contract](#) as proposed
 7. Motion to deny fee waiver request for apartment association
 8. Motion to approve [1 Resident Fee Waiver Request*](#)

g. Discussion Items

1. Transition and Management Update
 - a. [Staffing](#) – progress versus getting fully staffed
 - b. [Call Center](#) – Management reports, satisfaction feedback
 - c. [Front Desk Matrix](#) -
2. Updates for ongoing projects:
 - a. CROA Amenities Inventory and quality grades
 1. [Executive Summary](#)
 2. [Listing of sites](#) and assessment status
3. [Covenants Update](#)
4. Security
5. Autonomous Vehicles





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5. Lot D drawings
 6. July 4th
-
- h. Board Comments**
 - i. Adjournment**





Celebration Residential Owners Association (CROA)

BOARD OF DIRECTORS' MEETING

**Wednesday, May 25, 2022 6:00 PM
MINUTES**

Call to Order

The Board Meeting was called to order at 6:00 PM by Mr. Jackson Mumeey, President. Also present were Mr. David Anderson, Vice President; Mr. Brian Kensil, Treasurer; Mrs. Celia A McFadden, Secretary; Director Mrs. Cindy Swisher; and Director Mr. Jim Hays. Mr. Bill Grindl, Director was not in attendance. Representing GrandManors were Ms. Lauren Gunnyon, Executive Director; Mr. Roger Edwards, Vice President; Mr. Ariel Lovera, Financial Manager; Ms. Liz Wargo, Director of Lifestyles and Communication; Ms. Amie Guswiler, Client Service Manager; and Ms. Stephanie Martes, Community Standards Manager. The meeting, having been appropriately noticed, was ready to proceed with business.

Adopt Agenda

Mr. Anderson motioned to adopt the agenda, Mr. Hays seconded, and the motion passed unanimously.

Approval of Meeting Minutes

Mr. Anderson motioned to approve the minutes for the Board meeting on May 11, 2022; Mrs. McFadden seconded; the motion passed unanimously.

Mr. Anderson motioned to approve the minutes for the Communication Advisory Group meeting on May 5th and 18th 2022; Mr. Hays seconded; the motion passed unanimously.

Mr. Kensil motioned to approve the minutes for the Celebration Hall Advisory Group meeting on May 5, 2022; Mrs. Swisher seconded; the motion passed unanimously.

Financials

Mr. Lovera began by saying the CROA cash is strong as of April 30th, 2022; operating cash is approximately \$1.8 million, replacement funds of \$2.5 million and as a reminder these funds are restricted to fixing existing amenities. Capital improvement funds as of April 30th, 2022, is \$2.4 million and these are used for new projects on amenity expansion. There is also a surplus of \$37,000 on a revenue that is from CROA.





Celebration Residential Owners Association (CROA)

President's Overview

Mr. Mumey began by briefly saying the Job #1 is to “Go Fast and Fix Stuff” and tonight we will talk about Maintenance, Repairs and Landscape. In the last 6 weeks the Board has approved expenditures in 69 actions items: maintenance and landscape \$712,000, playgrounds \$395,000 with a grand total of \$1,117,000. In tonight's meeting the Board and Management will continue to talk about work that is being done for example in Memorial Gardens, Basketball Court, and Oak Pond. Tonight, in the consent agenda the Board has 14 actions items; landscape that represent \$174,318, repairs that represent \$98,075 with a grand total of \$272,393. Mr. Mumey continued by clarifying where the funding come from, in maintenance and repair the funds come from Replacement Reserves that as of May 21, 2022 there is \$2.5 million; in landscaping the funds come from Operating Expenses that as of May 21, 2022 there is \$1.6 million; for new amenities the funds come from Capital Funds that as of May 21, 2022 there is \$2.47 million, with a total assets of \$8.7 million as of May 21, 2022 in the Community. The process is to go from Awareness through Management Review, Service Areas, and Community for the Board to Review and then after for Approval. The consent agenda are items the Board has already looked at.

Action Items

1. Consent Agenda - Landscape

- a. Mrs. McFadden motioned to approve landscape improvements at Amphitheater and Craftsman Park by Nu-Leaf in the amount of \$76,530.00 – CROA Replacement Reserve Funds. Mr. Hays seconded; the motion passed unanimously.
- b. Mrs. McFadden motioned to approve landscape improvements at Hippodrome Park by Exquisite Lawn Care in the amount of \$25,524.50 – CROA Replacement Reserve Funds. Mr. Hays seconded; the motion passed unanimously.
- c. Mrs. McFadden motioned to approve landscape improvements at Penny Royal Park by Exquisite Lawn Care in the amount of \$9,230.00 – CROA Replacement Reserve Funds. Mr. Hays seconded; the motion passed unanimously.
- d. Mrs. McFadden motioned to approve landscape improvements at Rosemary Park by Exquisite Lawn Care in the amount of \$3,517.50 – CROA Replacement Reserve Funds. Mr. Hays seconded; the motion passed unanimously.
- e. Mrs. McFadden motioned to approve landscape improvements at Mosaic East by Exquisite Lawn Care in the amount of \$385.00 – CROA Replacement Reserve Funds. Mr. Hays seconded; the motion passed unanimously.
- f. Mrs. McFadden motioned to approve landscape improvements at Veranda Park by Exquisite Lawn Care in the amount of \$19,747.50 – CROA Replacement Reserve Funds. Mr. Hays seconded; the motion passed unanimously.





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- g. Mrs. McFadden motioned to approve landscape improvements at Main East Village Green by Nu-Leaf in the amount of \$32,120.00 – CROA Replacement Reserve Funds. Mr. Hays seconded; the motion passed unanimously.
- h. Mrs. McFadden motioned to approve landscape improvements at Lutyens Park by Exquisite Lawn Care in the amount of \$5,585.00 – CROA Replacement Reserve Funds. Mr. Hays seconded; the motion passed unanimously.
- i. Mrs. McFadden motioned to approve landscape improvements at 851 Building Town Hall by Exquisite Lawn Care in the amount of \$1,680.00 – CROA Replacement Reserve Funds. Mr. Hays seconded; the motion passed unanimously.

2. Consent Agenda

- a. Mr. Kensil motioned to approve replacement of Pergola at Hippodrome Park by Phoenix Works in the amount of \$22,275.00 – CROA Replacement Reserve Funds. Mr. Hays seconded; the motion passed unanimously.
 - b. Mr. Kensil motioned to approve painting of post lights at Hippodrome Park by Phoenix Works in the amount of \$2,000.00 – CROA Replacement Reserve Funds. Mr. Hays seconded; the motion passed unanimously.
 - c. Mr. Kensil motioned to approve painting of post lights at Lakeside Park by Phoenix Works in the amount of \$4,000.00 – CROA Replacement Reserve Funds. Mr. Hays seconded; the motion passed unanimously.
 - d. Mr. Kensil motioned to approve painting of post lights at Town Hall by Phoenix Works in the amount of \$1,800.00 – CROA Replacement Reserve Funds. Mr. Hays seconded; the motion passed unanimously.
 - e. Mr. Kensil motioned to approve repairs of five existing tennis courts at Lakeside by Phoenix Works in the amount of \$68,000.00 – CROA Replacement Reserve Funds. Mr. Hays seconded; the motion passed unanimously.
3. Mr. Anderson motioned to approve repairs of two NEV's by Orlando Dodge Chrysler in the amount of \$14,453.27 – CROA Replacement Reserve Funds. Mr. Kensil seconded; the motion passed unanimously.
 4. Mr. Hays motioned to approve Charter Supplement for Island Village Phase 1B. Mr. Anderson seconded; the motion passed unanimously.
 5. Mr. Anderson motioned to approve Garden Club Tree Planting. Mr. Kensil seconded, the motion passed unanimously.





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Lawn Sports Update:

Mr. Mumey began by presenting Celebration Amenities Lawn Sports Update and stated there are five questions about amenities that would like to share and inquire from the Community:

- #1: Does the Community have interest in new amenities constructed on open park spaces in residential areas?
- #2: Is Heritage Hall a viable option for croquet lawns?
- #3: Is Lot D a better solution for croquet lawns?
- #4: What does it mean to “get it right” in this situation?
- #5: How can we balance patience with velocity to reach the best outcomes for the community?

Mr. Mumey continued by saying the Board has been trying to work under the theory: “When your values are clear to you, making decisions becomes easier” by Roy E. Disney. When the Board is looking for Lawn Sports, there are specific questions being asked about Locations: Parking, Traffic, Access, Compatible uses, Lawn Size, Contractor interest / bid, Construction cost, and Maintenance. The timeline for Lawn Sports is currently on the first set of drafts from KPM Franklin (30% draft), and if necessary, changes can be made without incurring significant amount of money. In July, the engineering is complete, and it is project to be at 60% and if any changes are to be made, it will be expensive. The next step is the Construction Bids (90%), most likely to be done in August; and in September the Board would like the bids back. If as planned, construction would begin October – December of 2022, and project completion in 2023.

- 6. Motioned to approve KPMF Lot D Design Concept.
- 7. Motioned to approve the inclusion croquet courts designs at Lot D.

New motion combining item 6 & 7: Mr. Kensil motioned to approve the inclusion of croquet courts, shuffleboard and horseshoes in the Lot D Design for the 30 percent design that is being asked from KPM Franklin to prepare. Mr. Hays seconded; the motion passed 4-2, with Mrs. Swisher and Mrs. McFadden voting Nay.

- 8. Mr. Anderson motioned to approve the Dog Park lights to be funded entirely by CROA. Mrs. McFadden seconded; the motion passed 5-1, with Mr. Kensil voting Nay.
- 9. Mr. Hays motioned to initiate the fining process of 11 non-compliance items* through notification of the Covenants Committee meeting to approve or reject the fine. Mr. Anderson seconded, the motion passed unanimously.
- 10. Mr. Anderson motioned to approve Resident Request for six-month Payment Plan. Mr. Kensil seconded, the motion passed unanimously.





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11. Mr. Hays motioned to approve 3 Resident Fee Waiver Request. Mrs. McFadden seconded, the motion passed unanimously.
12. Mr. Kensil motioned to approve Holiday Concert Artist Contract. Mr. Anderson seconded, the motion passed unanimously.
13. Mr. Kensil motioned to approve Tennis Contract. Mr. Hays seconded; the motion passed unanimously.

Discussion Items

1. Transition and Management Update:
 - a. Introduction of new Lifestyle and Communications Director

Mrs. Gunnyon began by introducing Ms. Wargo as the new Lifestyle and Communications Director. Ms. Wargo is joining us from Poinciana, she has been their Lifestyle Director for three years, and prior to that she was in hospitality and a background in lifestyle work and Park & Recreation.

2. Updates for ongoing projects:
 - a. CROA Amenities Inventory and quality grades
 1. Executive Summary

Mrs. Gunnyon began by saying there is a lot of ongoing projects in progress and some near completion, and more before and after pictures will be shared in the next couple of meetings.

Mrs. Gunnyon continued by saying in regard to staffing, it is mostly full up, and on the management team there is only one opening but currently have a person temporarily.

2. Listing of sites and assessment status

3. Playground access control

Mrs. Gunnyon began by saying the Board have received a number of emails requesting fencing and access control to be put around playgrounds that do not have it. Management has requested a bid from a couple of different vendors that are used regularly, and inquired what it would cost to add fence around the parks plus the access control panel.



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4. Drainage issues in Service Areas and Parks – removed from discussion
5. Covenants Inspection Update

Mrs. Gunnyon began by saying since May 13th – May 20th there has been 73 new inspections, 6 re-inspections, 88 new violations, 12 resales, 17 inspections to address items that are for upcoming meetings, 9 inspections addressing complaints received via phone, email or at the front desk, 26 ARC inspections, and 9 administrative projects – a total of 240 resident contact.

6. Advisory Group Chair Reports
 - a. Communications Advisory Group

Ms. Brandt began by saying the Communication Advisory Group has been working diligently to determine the current state of communications in Celebration and identify critical gaps, challenges, and opportunities related to omnichannel communications to key groups. Based on the charge, we've acknowledged some primary points that we are focusing our audits, discussions, and solutions surrounding:

- Who, specifically, are we communicating to? What are the personas?
- What are we communicating about? What are the directives surrounding the communication?
- When are we communicating specific actions and items to the community? Is it timely and relevant?
- Why are we communicating in the format that we've been communicating?
- How is our audience responding to the communications at hand?
- How can we make communications work in Celebration for every resident as effectively as possible?

Current Status

Ms. Brandt continued by saying that in the 25 days, the following has been addressed:

- Performed audits of all digital channels and are in the process of auditing all traditional channels and other various communications touchpoints (including marketing collateral)
- Auditing all New Resident Communications to develop structure and plan for integrating new residents (owners and renters) into the community.
- Working with Town Hall staff to identify significant gaps, bandwidth issues, and ideas they've had about the future state
- Development of community and stakeholder surveying to identify critical issues directly from the community.





Celebration Residential Owners Association (CROA)

Final Assessments to CROA Board

- Our final assessment to the CROA Board will provide high-level guidance on communications strategy and individualized channel plans based on stakeholder and community feedback, audit feedback, and advisory group expertise. This assessment will be a robust document that can be used as a complete communications guide or used in pieces to streamline and optimize communications from Town Hall to the broader community.
- We will also be providing guidance on platform recommendations and cost parameters surrounding changes to the communications plan through this final assessment.

The next Communications Advisory Group meeting is scheduled for June 1st at 6pm.

b. Celebration Hall Advisory Group

Ms. Moyer began by saying the Celebrations Hall Advisory Group was established April 27th, and out of the 25 days the Group has had five meetings and usually about 2 hours long and two open meetings with Residents and CROA Board and three informal workshops. The Advisory Group also have a link on Teams where Residents can email or comment, and will be redirected to Mrs. Gunnyon. Ms. Moyer continued by saying there are plans for a Town Hall Meeting tentatively on June 23rd and will be advertised in the next couple of weeks.

7. K-8 Contract Discussion

Mr. Kensil began by saying the contract is up on June 30th and submitted a notice of cancellation, but working on a new contract that would relate to the two little league fields and field on Celebration Ave. Management is currently on bids for the cost of maintaining the fields. A contract has been drafted requesting specific fixing of the Tennis Courts and beautifying the place.

8. July 4th Food Service – removed from discussion

Board Comments

Mr. Hays showed gratitude all the Residents that spoke out in tonight's meeting about the importance of stability.

Mrs. McFadden thanked for the Basketball courts on behalf of every citizen in Celebration. Also wanted to make notice of Ms. Patten for being awarded and recognized at Lakeside last night from Embrace Celebration Organization.





Celebration Residential Owners Association (CROA)

Mrs. Swisher wanted to take the opportunity to apologize to the Management Team on behalf of the Celebration Residents for any disrespect that has been showed to recently.

Mr. Kensil wanted to address that a lot of emails have been sent to Management, and some have been very disappointing and disrespectful and would like to advise to be more respectful moving forward.

Mr. Mumey wanted to ensure that after the Lawn Sports update, all members had the opportunity to be heard and have an open discussion. Also, when talking about stability which hopefully models in tonight's meeting is that one can be civil and have different opinions, respect each other, and walk out of the room and still be friends. Mr. Mumey also apologized to the Management Team for the wrong behavior and asked the conduct to stop immediately.

Adjournment

Mrs. McFadden motioned to adjourn; Mrs. Swisher seconded; the motion passed unanimously at 8:24pm.

Celia A McFadden, Secretary



Action Item 1a

Motion Subject:	CROA – Park Landscape Improvements – North Village Commons
Background:	<p>This Park is not up to Celebration Standards. Previous Landscaping company did not maintain the park to standards.</p> <p>Landscaping Service Pruning (90) Oaks for elevation, dead wood 1" and above, minor thinning and elevation 10 approximately 15'. Removal of all border Wax Myrtles in all 3 sections which is approximately 1540 lineal feet. Removal of dead and failing crape myrtles. Fill previously removed tree holes that are currently filled with water. Removal of overburden and build up along walkways under the wax myrtle. Up to not to exceed (4) 40-yard dumpster pulls for debris. Hauling and dump fees included. Purchase and install (540) 7-gallon Viburnum Od, (16) 45-gallon multi-trunk Crape Myrtle Trees (72) 3-gallon Red Fountain Grass, (160) 3-gallon Macho Fern, (60) Cubic Yards of Shredded Brown Mulch and (300) Bales of Pine Straw. (1500) SF of St Augustine and (1500) square feet of Celebration Blend Bermuda replacement. This does not include all the park. Areas left will be evaluated after 90 days of maintenance. Bermuda to be Aerated and top dressed as well as Vibratory Roller. Irrigation adjustments and lowering heads along walkways. Approximately 2 days of labor for Irrigation Technician including parts</p>
Funding Source:	CROA Replacement Reserve
Budgeted Amount:	1.060 Landscape Improvements, Partial replacements
Bids Received:	Nu- Leaf \$85,560.00
Rationale:	Management recommends Nu- Leaf due to proposal quality of workmanship. Currently Nu- Leaf services our service areas and is very familiar with this park and will continue to maintain it to community standards.
Management Recommendation:	Management recommends approval of Nu- Leaf to re-sod the area and make landscaping upgrades in the amount of \$85,560.00
Motion on Agenda:	Motion to approve Landscaping upgrades for North Village Commons Park by Nu-Leaf Landscaping in the amount of \$85,560.00– CROA Replacement Reserve Funds.



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 Celebration, FL 34747
 407-566-0921
 billing@nu-leaf.com
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Estimate 2129

ADDRESS	SHIP TO	DATE	TOTAL
Celebration Resident Owners Association P.O. Box 803555 Dallas, TX 75380-3555	Celebration Resident Owners Association 851 Celebration Avenue Celebration, FL 34747	05/30/2022	\$85,560.00

SERVICE AREA

North Village Commons

DATE	ACTIVITY	DESCRIPTION	AMOUNT
	Landscaping	<p>Landscaping Service Pruning (90) Oaks for elevation, dead wood 1" and above, minor thinning and elevation 10 approximately 15'.</p> <p>Removal of all border Wax Myrtles in all 3 sections which is approximately 1540 lineal feet.</p> <p>Removal of dead and failing crape myrtles. Fill previously removed tree holes that are currently filled with water.</p> <p>Removal of overburden and build up along walkways under the wax myrtle. Up to not to exceed (4) 40 yard dumpster pulls for debris. Hauling and dump fees included.</p> <p>Purchase and install (540) 7 gallon Viburnum Od, (16) 45 gallon multi-trunk Crape Myrtle Trees (72) 3 gallon Red Fountain Grass, (160) 3 gallon Macho Fern, (60) Cubic Yards of Shredded Brown Mulch and (300) Bales of Pine Straw.</p> <p>(1500) SF of St Augustine and (1500) square feet of Celebration Blend Bermuda replacement. This does not include all of the park. Areas left will be evaluated after 90 days of maintenance.</p> <p>Bermuda to be Aerated and top dressed as well as Vibratory Roller.</p> <p>Irrigation adjustments and lowering heads along walkways. Approximately 2 days of labor for Irrigation Technician including parts., 1 @ \$85,560.00</p>	85,560.00

TOTAL \$85,560.00

THANK YOU.

Action Item 1b

Motion Subject:	CROA – Park Landscape Improvements – North Village Pavilion
Background:	<p>Currently the park is not up to celebration standards. To bring the park to standards the following is needed.</p> <p>Pruning (8) Oaks for elevation, dead wood 1" and above, minor thinning and elevation 10 approximately 15'. Removal of Ginger and unwanted plant material around Pavilion. Remove what is left of shredded mulch and prep for pine straw. Hauling and dump fees included. Purchase and install (56) 3-gallon Hummingbird, (96) 1-gallon Liriope, (20) 1-gallon Pentas and (40) Bales of Pine Straw 1000 square feet of Celebration Blend Bermuda replacement. This does not include all the park. Areas left will be evaluated after 90 days of maintenance.,</p>
Funding Source:	CROA Replacement Reserve
Budgeted Amount:	1.060 Landscape Improvements, Partial replacements
Bids Received:	Nu- Leaf \$6,465.00
Rationale:	Management recommends Nu- Leaf due to proposal quality of workmanship. Currently Nu- Leaf services our service areas and is very familiar with this park and will continue to maintain it to community standards.
Management Recommendation:	Management recommends approval of Nu- Leaf to re-sod the area and make landscaping upgrades in the amount of \$6,465.00
Motion on Agenda:	Motion to approve Landscaping upgrades for North Village Pavilion Park by Nu-Leaf Landscaping in the amount of \$6,465.00– CROA Replacement Reserve Funds.



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Estimate 2128

ADDRESS	SHIP TO	DATE	TOTAL
Celebration Resident Owners Association P.O. Box 803555 Dallas, TX 75380-3555	Celebration Resident Owners Association 851 Celebration Avenue Celebration, FL 34747	05/30/2022	\$6,465.00

SERVICE AREA
 North Village Pavilion

DATE	ACTIVITY	DESCRIPTION	AMOUNT
	Landscaping	Landscaping Service Pruning (8) Oaks for elevation, dead wood 1" and above, minor thinning and elevation 10 approximately 15'. Removal of Ginger and unwanted plant material around Pavilion. Remove what is left of shredded mulch and prep for pine straw. Hauling and dump fees included. Purchase and install (56) 3 gallon Hummingbird, (96) 1 gallon Liriope, (20) 1 gallon Pentas and (40) Bales of Pine Straw 1000 square feet of Celebration Blend Bermuda replacement. This does not include all of the park. Areas left will be evaluated after 90 days of maintenance., 1 @ \$6,465.00	6,465.00

TOTAL \$6,465.00

THANK YOU.

Accepted By

Accepted Date

Action Item 1c

Motion Subject:	CROA – Park Landscape Improvements – Aquila Loop Park
Background:	<p>This Park is not up to Celebration Standards. To get the park up to standards the following is needed.</p> <p>Pruning (12) Oaks for elevation, dead wood 1" and above, minor thinning and elevation 10 approximately 15'. Remove failing plant material on corner in Cypress bed. Prune down Viburnum hedges to approximately 5.5 feet in height (about half). Remove what is left of shredded mulch and prep for pine straw. Hauling and dump fees included. Purchase and install (140) Bales of Pine Straw 3,600 square feet of Celebration Blend Bermuda replacement. This does not include all the park. Areas left will be evaluated after 90 days of maintenance. Initial Top Choice and back-to-back weed and ferritization treatments as well as aeration with sanding included.</p>
Funding Source:	CROA Replacement Reserve
Budgeted Amount:	1.060 Landscape Improvements, Partial replacements
Bids Received:	Nu- Leaf \$21,465.00
Rationale:	Management recommends Nu- Leaf due to proposal quality of workmanship. Currently Nu- Leaf services our service areas and is very familiar with this park and will continue to maintain it to community standards.
Management Recommendation:	Management recommends approval of Nu- Leaf to re-sod the area and make landscaping upgrades in the amount of \$21,465.00
Motion on Agenda:	Motion to approve Landscaping upgrades for Aquila Loop Park by Nu-Leaf Landscaping in the amount of \$21,465.00– CROA Replacement Reserve Funds.



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Estimate 2127

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Celebration Resident Owners Association P.O. Box 803555 Dallas, TX 75380-3555	Celebration Resident Owners Association 851 Celebration Avenue Celebration, FL 34747	05/30/2022	\$21,465.00

SERVICE AREA
 Aquila Loop Park

DATE	ACTIVITY	DESCRIPTION	AMOUNT
	Landscaping	Landscaping Service Pruning (12) Oaks for elevation, dead wood 1" and above, minor thinning and elevation 10 approximately 15'. Remove failing plant material on corner in Cypress bed. Prune down Viburnum hedges to approximately 5.5 feet in height (about half). Remove what is left of shredded mulch and prep for pine straw. Hauling and dump fees included. Purchase and install (140) Bales of Pine Straw 3,600 square feet of Celebration Blend Bermuda replacement. This does not include all of the park. Areas left will be evaluated after 90 days of maintenance. Initial Top Choice and back to back weed and ferritization treatments as well as aeration with sanding included., 1 @ \$21,465.00	21,465.00

TOTAL \$21,465.00

THANK YOU.

Accepted By

Accepted Date

Action Item 1d

Motion Subject:	CROA – Park Landscape Improvements – Blue Sage Passive Park
Background:	<p>This Park is not up to Celebration Standards. Previous Landscaping company did not maintain the park to standards. To get this park up to standards the following is needed.</p> <p>Prune trees for dead wood and minor elevation. Remove failing plant material on corner near benches, prepare for plantings. Hauling and dump fees included. Purchase and install (60) 1-gallon Liriope, (9) 7-gallon Podocarpus, (36) 1-gallon Pentas, (2) Pallets of St Augustine and (2) Pallets of Shredded Brown mulch.</p>
Funding Source:	CROA Replacement Reserve
Budgeted Amount:	1.060 Landscape Improvements, Partial replacements
Bids Received:	Nu- Leaf \$4,998.50
Rationale:	Management recommends Nu- Leaf due to proposal quality of workmanship. Currently Nu- Leaf services our service areas and is very familiar with this park and will continue to maintain it to community standards.
Management Recommendation:	Management recommends approval of Nu- Leaf to re-sod the area and make landscaping upgrades in the amount of \$4,998.50
Motion on Agenda:	Motion to approve Landscaping upgrades for Blue Sage Passive Park by Nu-Leaf Landscaping in the amount of \$4,998.50– CROA Replacement Reserve Funds.



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Estimate 2126

ADDRESS	SHIP TO	DATE	TOTAL
Celebration Resident Owners Association P.O. Box 803555 Dallas, TX 75380-3555	Celebration Resident Owners Association 851 Celebration Avenue Celebration, FL 34747	05/30/2022	\$4,998.50

SERVICE AREA

Blue Sage Passive

DATE	ACTIVITY	DESCRIPTION	AMOUNT
	Landscaping	Landscaping Service Prune trees for dead wood and minor elevation. Remove failing plant material on corner near benches, prepare for plantings. Hauling and dump fees included. Purchase and install (60) 1 gallon Liriope, (9) 7 gallon Podocarpus, (36) 1 gallon Pentas, (2) Pallets of St Augustine and (2) Pallets of Shredded Brown mulch, 1 @ \$4,998.50	4,998.50

TOTAL \$4,998.50

THANK YOU.

Accepted By

Accepted Date

Action Item 1e

Motion Subject:	CROA – Park Landscape Improvements – Pond view Park
Background:	The park is currently not up to Celebration standards as this was not maintained to standards by previous landscaping company. To get the park to standards we are needing to replace some plant materials that did not survive.
Funding Source:	CROA Replacement Reserve
Budgeted Amount:	.060 Landscape Improvements, Partial Replacements
Bids Received:	Exquisite Lawn Care \$857.50
Rationale:	Management recommends Exquisite Lawn Care due to proposal quality of workmanship. They will continue to maintain it to community standards.
Management Recommendation:	Management recommends approval of Exquisite Lawn Care to complete landscaping upgrades in the amount of \$857.50
Motion on Agenda:	Motion to approve landscaping upgrades for Pond View Park with Exquisite Lawn Care in the amount of \$857.50- CROA Replacement Reserve Funds.

Exquisite Lawn Care
52 Riley Rd #402
Celebration, FL 34747 US
4077195944
billing@exquisitelawncare.com
www.exquisitelawncare.com



Estimate

ADDRESS

CROA
Celebration Residential
Owner's Assc
851 Ave
Celebration,
Celebration, FL 34747

ESTIMATE # 2036

DATE 06/01/2022

DATE	DESCRIPTION	QTY	RATE	AMOUNT	
	PONDVIEW				
	Plant Installation	3 Gallon Blue Pacific Juniper	15	17.50	262.50
	Plant Installation	1 Gallon Society Garlic installed	15	7.00	105.00
	Plant Installation	3 Gallon Boxwood installed	10	17.50	175.00
	Mulch	Mulch	45	7.00	315.00

SUBTOTAL	857.50
TAX	0.00
TOTAL	\$857.50

Accepted By

Accepted Date

Action Item 1f

Motion Subject:	CROA – Park Landscape Improvements – Runner Oak Park
Background:	The park is currently not up to Celebration standards as this was not maintained to standards by previous landscaping company. To get the park to standards we are needing to replace some plant materials, trim trees and place mulch.
Funding Source:	CROA Replacement Reserve
Budgeted Amount:	1.060 Landscape Improvements, Partial Replacements
Bids Received:	Exquisite Lawn Care \$3,855.00
Rationale:	Management recommends Exquisite Lawn Care due to proposal quality of workmanship. They will continue to maintain it to community standards.
Management Recommendation:	Management recommends approval of Exquisite Lawn Care to complete landscaping upgrades in the amount of \$3,855.00
Motion on Agenda:	Motion to approve landscaping upgrades for Runner Oak Park with Exquisite Lawn Care in the amount of \$3,855.00- CROA Replacement Reserve Funds.

Exquisite Lawn Care
52 Riley Rd #402
Celebration, FL 34747 US
4077195944
billing@exquisitelawncare.com
www.exquisitelawncare.com



Estimate

ADDRESS

CROA
Celebration Residential
Owner's Assc
851 Ave
Celebration,
Celebration, FL 34747

ESTIMATE # 2035

DATE 06/01/2022

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	RUNNER OAK			
	Tree Trimming			
	Tree Trimming- small tree	8	45.00	360.00
	Tree Trimming			
	Tree Trimming- medium tree	200	4.00	800.00
	Mulch			
	Mulch	160	7.00	1,120.00
	Plant Installation			
	3 Gallon Loropetalum installed	90	17.50	1,575.00

RUNNER OAK

SUBTOTAL

3,855.00

TAX

0.00

TOTAL

\$3,855.00

Accepted By

Accepted Date

Action Item 1g

Motion Subject:	CROA – Park Landscape Improvements – Wild Elm Park
Background:	The park is currently not up to Celebration standards as this was not maintained to standards by previous landscaping company. To get the park to standards we are needing to trim trees, and place mulch.
Funding Source:	CROA Replacement Reserve
Budgeted Amount:	1.060 Landscape Improvements, Partial Replacements
Bids Received:	Exquisite Lawn Care \$792.00
Rationale:	Management recommends Exquisite Lawn Care due to proposal quality of workmanship. They will continue to maintain it to community standards.
Management Recommendation:	Management recommends approval of Exquisite Lawn Care to complete landscaping upgrades in the amount of \$792.00
Motion on Agenda:	Motion to approve landscaping upgrades for Wild Elm with Exquisite Lawn Care in the amount of \$792.00- CROA Replacement Reserve Funds.

Exquisite Lawn Care
 52 Riley Rd #402
 Celebration, FL 34747 US
 4077195944
 billing@exquisitelawncare.com
 www.exquisitelawncare.com



Estimate

ADDRESS

CROA
 Celebration Residential
 Owner's Assc
 851 Ave
 Celebration,
 Celebration, FL 34747

ESTIMATE # 2034

DATE 06/01/2022

DATE	DESCRIPTION	QTY	RATE	AMOUNT	
	WILD ELM				
	Tree Trimming	12	45.00	540.00	
	Mulch	36	7.00	252.00	
WILD ELM				SUBTOTAL	792.00
				TAX	0.00
				TOTAL	\$792.00

Accepted By

Accepted Date

Action Item 1h

Motion Subject:	CROA – Park Landscape Improvements – Sand Lace Park
Background:	The park is currently not up to Celebration standards as this was not maintained to standards by previous landscaping company. To get the park to standards we are needing to replace some plant materials that did not survive. Also to install Mulch to the area as this was not completed.
Funding Source:	CROA Replacement Reserve
Budgeted Amount:	.060 Landscape Improvements, Partial Replacements
Bids Received:	Exquisite Lawn Care \$2,790.00
Rationale:	Management recommends Exquisite Lawn Care due to proposal quality of workmanship. They will continue to maintain it to community standards.
Management Recommendation:	Management recommends approval of Exquisite Lawn Care to complete landscaping upgrades in the amount of \$2,790.00
Motion on Agenda:	Motion to approve landscaping upgrades for Sand Lace Park with Exquisite Lawn Care in the amount of \$2,790.00- CROA Replacement Reserve Funds.

Exquisite Lawn Care
52 Riley Rd #402
Celebration, FL 34747 US
4077195944
billing@exquisitelawncare.com
www.exquisitelawncare.com



Estimate

ADDRESS

CROA
Celebration Residential
Owner's Assc
851 Ave
Celebration,
Celebration, FL 34747

ESTIMATE # 2037

DATE 06/01/2022

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	SANDLACE			
	Plant Installation 1 Gallon Liriope installed	50	7.00	350.00
	Plant Installation 3 Gallon Jack Frost Ligustrum installed	10	17.50	175.00
	Plant Installation 3 Gallon Stromanthe installed	50	17.50	875.00
	Mulch Mulch	90	7.00	630.00
	Tree Trimming Tree Trimming- raise Magnolia	8	95.00	760.00

SANDLACE

SUBTOTAL 2,790.00
TAX 0.00
TOTAL **\$2,790.00**

Accepted By

Accepted Date

Action Item 1i

Motion Subject:	CROA – Reserve component Inventory
Background:	Currently the sports fields need new sod in some areas. Also, per the contract we are placing sand and aerating before this can be done, we are needing the fields top dressed
Funding Source:	CROA Replacement Reserve
Budgeted Amount:	1.660 – Athletic Fields – Athletic Fields Natural Turf Renovations Partial – Budgeted in 2029 \$61,059.00. However, we are needing to complete a partial renovation now as the fields are not in the best of shape. Top dress fields 1 and 2 – This is so the sand to be applied and groomed over 2.5 acres. 2,000 Sq. feet of sod installed.
Bids Received:	Nu- Leaf \$7,125.00
Rationale:	Management recommends Nu- Leaf due to proposal quality of workmanship. Currently Nu- Leaf services our service areas and is very familiar with the athletic fields and will continue to maintain it to community standards.
Management Recommendation:	Management recommends approval of Nu- Leaf to re-sod the area and make landscaping repairs in the amount of \$7,125.00
Motion on Agenda:	Motion to approve landscape repairs at the Athletic Complex by Nu-Leaf in the amount of \$7,125.00 – CROA Replacement Reserve Funds.



PO Box 470063
 Celebration, FL 34747
 407-566-0921
 billing@nu-leaf.com
 www.nu-leaf.com

Estimate 1675

ADDRESS 10700 Prairie Lakes Drive Eden Prairie, MN 55344-3858	SHIP TO Celebration Resident Owners Association 851 Celebration Avenue Celebration, FL 34747	DATE 05/13/2022	TOTAL \$7,125.00
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SERVICE AREA
Athletic Complex

DATE	ACTIVITY	DESCRIPTION	AMOUNT
	Misc Services	Miscellaneous Services - topdress fields 1 and 2. This is in addition of sand to contracted sand and aeration (included therefore no charge). This is for sports field sand to be applied and groomed over the 419 at 2.5 acres. Price also includes utilizing field groomer to slice., 2.5 @ \$1,650.00	4,125.00
	Sod	Square Foot of Sod Prepped and Installed - 4 pallets of 419, 2,000 @ \$1.50	3,000.00
	Landscaping	Landscaping Service - please note that the fields need rest. The amount of play the fields will get prior to resting and repair will determine how much turf will need to be replaced in addition to this estimate	0.00

TOTAL **\$7,125.00**

THANK YOU.

Accepted By

Accepted Date

Action Item 2a

Motion Subject:	CROA's Reserve Funding – Pool and Pool House Elements – Lakeside Pool House
Background:	The overall condition of the Wood on the Lakeside Pool House is in bad shape, there is elements of wood that is rotted. The overall standards are not up to par at this location. This is the main Pool for the community and needs to be kept in pristine condition. Once they had started the work, they had noticed more areas of rotted wood than the original scope.
Funding Source:	CROA Replacement Reserve
Budgeted Amount:	Line 1.348 Walls, Stucco, Wood, Paint Finishes, and repairs
Bids Received:	Central Painting – \$2,240.00
Rationale:	Painting of the Lakeside Pool House Elements is recommended by management as the building's condition and aesthetics are in poor condition.
Management Recommendation:	Management recommends approval of the proposal from Central Painting in the amount of \$2,240.00
Motion on Agenda:	Motion to approve painting and repairs at Lakeside Pool House by Central Painting in the amount of \$2,240.00 – CROA Replacement Reserve Funds.

Lakeside Pool House

Atten: Ms. Natalie Mower



Central Painting & Waterproofing, LLC

Herb Vernon

Operations Manager

407-610-1140 office

561-727-9436 cell

May 31, 2022

Re: Lakeside Pool House repairs, as noted

ATTENTION: Ms. Natalie Mower

We at Central Painting & Waterproofing LLC wish to thank you for giving us the opportunity to provide you with our services for your carpentry, painting and waterproofing needs and requirements. We consider the importance of giving you a professional, top-quality job, with the absolute least inconvenience possible to the individual homeowners. To provide this we use only professional carpenters and painters that are fully supervised by us.

Once again, thank you for this opportunity to supply all of your carpentry, painting & waterproofing needs. I look forward to meeting with you and the board to discuss this or any other matter.

Sincerely yours,

Herb Vernon

Herb Vernon,
Operations Manager

Central Painting & Waterproofing, LLC.
407-610-1140 office
561-727-9436 cell

I. SCOPE OF WORK

It is the intention of this proposal to follow all guidelines as given within.

- To remove and replace a section of plywood and trim on gable at roof area on clubhouse
- Application of one coat of primer on repaired areas
- Application of one coat of finish paint, to primed areas



NOT INCLUDED WITHIN:

- Any areas not specifically shown within
- No masonry repairs or framing repairs are included

II. GENERAL CONDITIONS

- ◆ CENTRAL Painting & Waterproofing, LLC shall provide all required material, labor, necessary equipment, supervision, insurance, and any required permits to finish the work, as specified, and required by the provisions of the Current County and state codes, and material supplier

II. GENERAL REQUIREMENTS

- ◆ comply with written specifications, as provided with contract
- ◆ comply with material manufacturers specifications

PAYMENT AGREEMENT

Any unpaid balance 10 days after due date shall accrue annual interest of 18%, until paid. If any payment obligation under this contract is not paid when due, the Borrower promises to pay all costs of collection including reasonable attorney fees, whether or not a lawsuit is commenced as part of the collection process.

All materials and services stated herein shall be provided for, in consideration of the following sums and terms stated.

Project proposal, as described: \$2,240.00

THANK YOU FOR CONSIDERING OUR CONTRACT

ACCEPTED THIS _____ DAY OF _____, 2022

APPROVED AMOUNT: \$ _____

AUTHORIZED SIGNATURE BY:

PAYMENT SCHEDULE: ALL INVOICES ARE DUE UPON RECEIPT OF INVOICE.

Central Painting & Waterproofing, LLC.

**Herb Vernon
Operations Manager
407-610-1140 office
561-727-9436 cell**





Celebration Residential Owners Association (CROA)

June 1, 2022

Motion for Resolution to close the Dog Park for landscaping maintenance each Tuesday from 11:00 AM to 2:00 PM. Motion for approval is requested for the overall safety of our landscapers, dogs, and owners while services are being performed. We have approval votes from the following members of the Dog Park committee: Jill, Taylor Bentzoni, Paul Battaglini, Sue Davis, Ralph Doucette.

;



Action Item 2c

Motion Subject:	CROA's Reserve Funding – Vehicles NEV Phased.
Background:	<p>Two Nev's are currently not in operation due to repairs that are needed. We are needing the NEV's as we have (3) inspectors, Management, Maintenance and Service area staff that are needing them to conduct work. We purchased two new ones, approved 2 to be repaired on 05/25 so this will have us adding 5 more in inventory from the beginning of the year.</p> <p>2016 Gem red # 3 Tires 2 - \$290.00 Auxiliary Battery - \$255.00 Steering Boots - \$214.00 Batteries - \$2495.00 Rear Struts - \$960.00 Brake Light Switch - \$192.00 Pickup and Delivery - \$110.00 Total: \$4516.00 Tax: \$316.12 Total with tax - \$4832.12</p>
Funding Source:	CROA Replacement Reserve
Budgeted Amount:	1.093- Vehicles NEVS Phased
Bids Received:	Bill Bryan Fruitland Park \$4832.12
Rationale:	Management recommends the repairs from Bill Bryan Fruitland Park as they are an authorized dealer and service department for NEVS.
Management Recommendation:	Management recommends approval of the proposal from Bill Bryan Fruitland Park in the amount of \$4,832.12
Motion on Agenda:	Motion to approve Repairs of Two NEV's by Bill Bryan Fruitland Park in the amount of \$4,832.12– CROA Replacement Reserve Funds.

Action Item 2d

Motion Subject:	CROA's Reserve Funding – Vehicles NEV Phased.
Background:	<p>Two Nev's are currently not in operation due to repairs that are needed. We are needing the NEV's as we have (3) inspectors, Management, Maintenance and Service area staff that are needing them to conduct work. We purchased two new ones, approved 2 to be repaired on 05/25 so this will have us adding 6 more in inventory from the beginning of the year.</p> <p>2019 White e4 Gem Cart Auxiliary Battery - \$255.00 Steering Boots - 107.00 Flash BLM - \$130.00 Delivery and pick up - \$110.00 Total: \$602.00 Tax: \$42.14 Total with Tax - \$644.14</p>
Funding Source:	CROA Replacement Reserve
Budgeted Amount:	1.093- Vehicles NEVS Phased
Bids Received:	Bill Bryan Fruitland Park \$644.14
Rationale:	Management recommends the repairs from Bill Bryan Fruitland Park as they are an authorized dealer and service department for NEVS.
Management Recommendation:	Management recommends approval of the proposal from Bill Bryan Fruitland Park in the amount of \$644.14
Motion on Agenda:	Motion to approve Repairs of Two NEV's by Bill Bryan Fruitland Park in the amount of \$644.14– CROA Replacement Reserve Funds.

Action Item 2e

Motion Subject:	CROA's Reserve Funding – Parks and Passive Parks- Founders Park
Background:	<p>Per inspection of Founders Park with Management. Per our inspection we had found the pavers in the area sinking in and pavers lifted creating trip hazards in area.</p> <p>Remove pavers; (2) cut and remove roots as needed; (3) install fresh paver base to level area; (4) reinstall pavers at or near previous location; (5) sand pavers; (6) install new mortar border (as needed); (7) remove debris and clean work area upon completion.</p>
Funding Source:	CROA Replacement Reserve Fund
Budgeted Amount:	1.297 – Parks and Passive Parks – Deck, concrete, Inspections, coatings, repairs, and partial replacement (incl. pavers)
Bids Received:	Phoenix works \$6,750.00
Rationale:	Replacement is recommended for Safety and aesthetic guidelines.
Management Recommendation:	Management recommends approval of the proposal from Phoenix Works in the amount of \$6,750.00
Motion on Agenda:	Motion to approve the replacement of CROA Replacement Reserve – Phoenix Works for a total of \$6,750.00 to complete the Paver repairs at Founders Park.

Phoenix Works

5500 Commerce Dr Ste 1
FL US



Estimate

ADDRESS

Inc. Celebration Residential
Owner's Association
Celebration Residential
Owner's Association, Inc.
C/O Grand Manors
851 Celebration Ave,
Celebration, FL 34747

ESTIMATE # 1962

DATE 05/18/2022

ACTIVITY	QTY	RATE	AMOUNT
Services At Founder Park: supply labor, material and equipment to (1) remove pavers; (2) cut and remove roots as needed; (3) install fresh paver base to level area; (4) reinstall pavers at or near previous location; (5) sand pavers; (6) install new mortar border (as needed); (7) remove debris and clean work area upon completion.	1	6,750.00	6,750.00
TOTAL			\$6,750.00

Accepted By

Accepted Date

Action Item 2f

Motion Subject:	CROA's Reserve Funding – Active Parks Unique Site Elements
Background:	Per the 2022 Reserve study the fence around the playground and pool at East Village Pool House is needing replaced. There has been a couple of reports of the fence falling over by residents. For the safety of the community it is needing replaced at this time.
Funding Source:	CROA Replacement Reserve Fund
Budgeted Amount:	1.108 – Active Parks Unique Site Elements- East Village Park, Playground Fence \$14,100.00
Bids Received:	Phoenix works \$17,500.00
Rationale:	Replacement is recommended for Safety and aesthetic guidelines.
Management Recommendation:	Management recommends approval of the proposal from Phoenix Works in the amount of \$17,500.00
Motion on Agenda:	Motion to approve replacement of fence at East Village Pool and Playground by Phoenix Works in the amount of \$17,500.00 – CROA Replacement Reserve Funds.

Phoenix Works

5500 Commerce Dr Ste 1
FL US



Estimate

ADDRESS

Inc. Celebration Residential
Owner's Association
Celebration Residential
Owner's Association, Inc.
C/O Grand Manors
851 Celebration Ave,
Celebration, FL 34747

ESTIMATE # 1960

DATE 05/18/2022

ACTIVITY	QTY	RATE	AMOUNT
Services At East Village Pool: supply labor, material and equipment to complete the following scope of work: (1) remove, haul away, and dispose of existing perimeter fence around pool; (2) install new fence, posts, and gates in same style as existing; (3) remove debris and clean work areas upon completion.	1	17,500.00	17,500.00
TOTAL		\$17,500.00	

Accepted By

Accepted Date

Action Item 2g

Motion Subject:	CROA's Service Area Reserve Funding– Roseville Service Area
Background:	Per resident complaints, and management inspection, there are several areas of sidewalk that has lifted and is creatin trip hazards in the service area common sidewalks in front of 1033- 1021 Nash drive. These sidewalks do not belong to CCDD as they are in the service area.
Funding Source:	CROA Service Area Reserve Fund- Roseville
Budgeted Amount:	12.006 –\$1,650.00 Concrete Sidewalks, Shared, Partial
Bids Received:	Phoenix works \$1,650.00
Rationale:	Replacement is recommended for Safety as there are several trip hazards.
Management Recommendation:	Management recommends approval of the proposal from Phoenix Works in the amount of \$1,650.00
Motion on Agenda:	Motion to approve sidewalk repairs at Roseville Service Area by Phoenix Works in the amount of \$1,650.00 – Service Area Reserves.

Phoenix Works

5500 Commerce Dr Ste 1

FL US



Estimate

ADDRESS

Inc. Celebration Residential
Owner's Association
Celebration Residential
Owner's Association, Inc.
C/O Grand Manors
851 Celebration Ave,
Celebration, FL 34747

ESTIMATE # 1961

DATE 05/18/2022

ACTIVITY	QTY	RATE	AMOUNT
Services supply labor, material and equipment to grind lifted sections of sidewalks at 1033-1021. Nash Dr, remove debris and clean areas upon completion.	1	1,650.00	1,650.00

TOTAL **\$1,650.00**

Accepted By

Accepted Date

Action Item 2h

Motion Subject:	North Village “Charleston Place” Townhomes Service Area Reserves
Background:	North Village Townhomes “Charleston Place” were scheduled to be painted in 2021. The project was placed on hold due to roofing litigations. As the painters were preparing to paint the buildings, there was several areas found of extreme siding damage.
Funding Source:	North Village “Charleston Place “Townhomes -Service Area Replacement Reserves- 3.039-Walls, Paint Finishes, Sealants, and repairs (including) Mailbox Kiosk.
Budgeted Amount:	North Village – Charleston Place \$110,500.00 - \$61,800.00 was approved for the painting in April 2022. Came in under budget by \$48,700.00 We have plenty of funds to move forward with he repairs required due to severe damage and leaks.
Bids Received:	Central Painting - \$1,950.00 No other bids received as Central Painting is currently painting and working on the project.
Rationale:	Management recommends Central Painting to complete the Siding Repairs needed at North Village “Charleston Place “Townhomes as per recommendations as there is severe damage to multiple areas. You can see examples in attached proposals.
Management Recommendation:	Management recommends the approval of Siding Repairs and North Village “Charleston Place” Townhomes by Central Painting
Motion on Agenda:	Motion to approve Siding Repairs by Central Painting in the amount of \$1,950.00 – North Village “Charleston Place Townhomes Reserves.

Charleston Place

Atten: Ms. Natalie Mower



Central Painting & Waterproofing, LLC

Herb Vernon

Operations Manager

407-610-1140 office

561-727-9436 cell

June 2, 2022

Re: Charleston Place siding repairs, as noted

ATTENTION: Ms. Natalie Mower

We at Central Painting & Waterproofing LLC wish to thank you for giving us the opportunity to provide you with our services for your carpentry, painting and waterproofing needs and requirements. We consider the importance of giving you a professional, top-quality job, with the absolute least inconvenience possible to the individual homeowners. To provide this we use only professional carpenters and painters that are fully supervised by us.

Once again, thank you for this opportunity to supply all of your carpentry, painting & waterproofing needs. I look forward to meeting with you and the board to discuss this or any other matter.

Sincerely yours,

Herb Vernon

Herb Vernon,
Operations Manager

Central Painting & Waterproofing, LLC.
407-610-1140 office
561-727-9436 cell

I. SCOPE OF WORK

It is the intention of this proposal to follow all guidelines as given within. This proposal to include work on a total of eight (8) sections of noted wall.



THIS PROPOSAL DOES NOT INCLUDE ANY REPAIRS THAT MAY BE FOUND IN ADDITION TO THOSE LISTED. THERE ARE AREAS THAT WERE PREVIOUSLY REPAIRED AND ARE NOT INCLUDED WITHIN.

NOT INCLUDED WITHIN:

- Any areas not specifically shown within
- No masonry repairs or framing repairs are included

II. GENERAL CONDITIONS

- ◆ **CENTRAL** Painting & Waterproofing, LLC shall provide all required material, labor, necessary equipment, supervision, insurance, and any required permits to finish the work, as specified, and required by the provisions of the Current County and state codes, and material supplier

II. GENERAL REQUIREMENTS

- ◆ comply with written specifications, as provided with contract
- ◆ comply with material manufacturers specifications

PAYMENT AGREEMENT

Any unpaid balance 10 days after due date shall accrue annual interest of 18%, until paid. If any payment obligation under this contract is not paid when due, the Borrower promises to pay all costs of collection including reasonable attorney fees, whether or not a lawsuit is commenced as part of the collection process.

All materials and services stated herein shall be provided for, in consideration of the following sums and terms stated.

Project proposal, as described: \$1,950.00

THANK YOU FOR CONSIDERING OUR CONTRACT

ACCEPTED THIS _____ DAY OF _____, 2022

APPROVED AMOUNT: \$1,950.00 _____

AUTHORIZED SIGNATURE BY:

PAYMENT SCHEDULE: ALL INVOICES ARE DUE UPON RECEIPT OF INVOICE.

Central Painting & Waterproofing, LLC.

**Herb Vernon
Operations Manager
407-610-1140 office
561-727-9436 cell**



Action Item 2i

Motion Subject:	North Village “Charleston Place” Townhomes Service Area Reserves
Background:	North Village Townhomes “Charleston Place” were scheduled to be painted in 2021. The project was placed on hold due to roofing litigations. As the painters were preparing to paint the buildings, there was several areas found of extreme stucco damage and leaks in the buildings.
Funding Source:	North Village “Charleston Place “Townhomes -Service Area Replacement Reserves-3.039-Walls, Paint Finishes, Sealants, and repairs (including) Mailbox Kiosk.
Budgeted Amount:	North Village – Charleston Place \$110,500.00 - \$61,800.00 was approved for the painting in April 2022. Came in under budget by \$48,700.00 We have plenty of funds to move forward with he repairs required due to severe damage and leaks.
Bids Received:	Central Painting - \$27,800.00 No other bids received as Central Painting is currently painting and working on the project.
Rationale:	Management recommends Central Painting to complete the Stucco Repairs needed at North Village “Charleston Place “Townhomes as per recommendations as there is severe damage to multiple areas. You can see examples in attached proposals.
Management Recommendation:	Management recommends the approval of Stucco Repairs and North Village “Charleston Place” Townhomes by Central Painting
Motion on Agenda:	Motion to approve Stucco Repairs by Central Painting in the amount of \$27,800.00 – North Village “Charleston Place Townhomes Reserves.

Charleston Place

Atten: Ms. Natalie Mower



Central Painting & Waterproofing, LLC

Herb Vernon

Operations Manager

407-610-1140 office

561-727-9436 cell

June 1, 2022

Re: Charleston Place drywall repairs, as noted

ATTENTION: Ms. Natalie Mower

We at Central Painting & Waterproofing LLC wish to thank you for giving us the opportunity to provide you with our services for your carpentry, painting and waterproofing needs and requirements. We consider the importance of giving you a professional, top-quality job, with the absolute least inconvenience possible to the individual homeowners. To provide this we use only professional carpenters and painters that are fully supervised by us.

Once again, thank you for this opportunity to supply all of your carpentry, painting & waterproofing needs. I look forward to meeting with you and the board to discuss this or any other matter.

Sincerely yours,

Herb Vernon

Herb Vernon,
Operations Manager

Central Painting & Waterproofing, LLC.
407-610-1140 office
561-727-9436 cell

I. SCOPE OF WORK

It is the intention of this proposal to follow all guidelines as given within. This proposal to include work on a total of six (6) buildings with a total of forty-one (41) areas needing repairs.

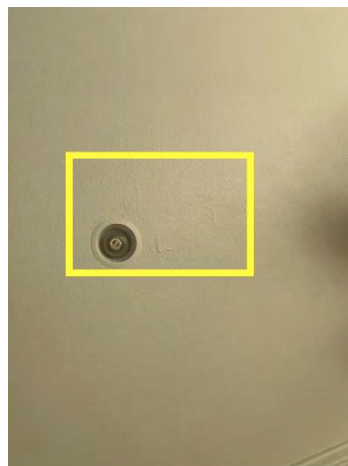
We propose to install and uninstall necessary scaffolding to accomplish all noted repairs.

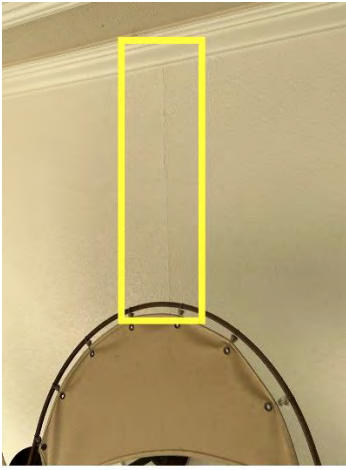
We propose to remove bad butt joints and replace with new tape and mud. We propose to install new texture to match existing as closely as possible. We will then prime and finish paint to match surrounding surfaces.

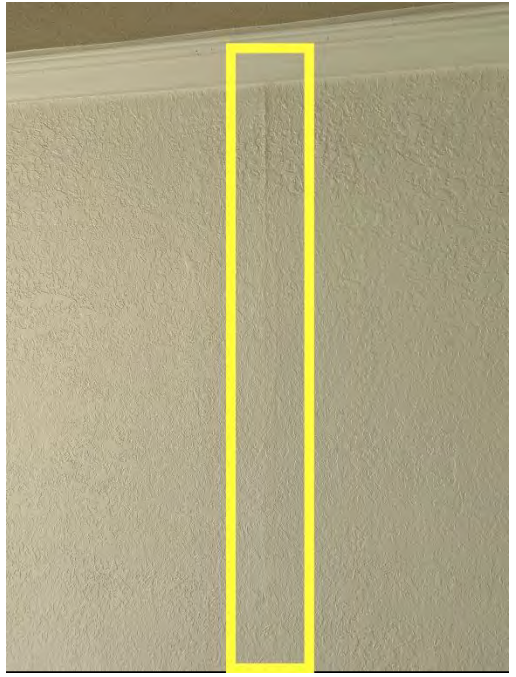
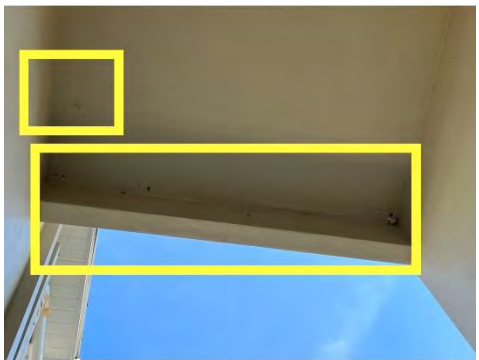
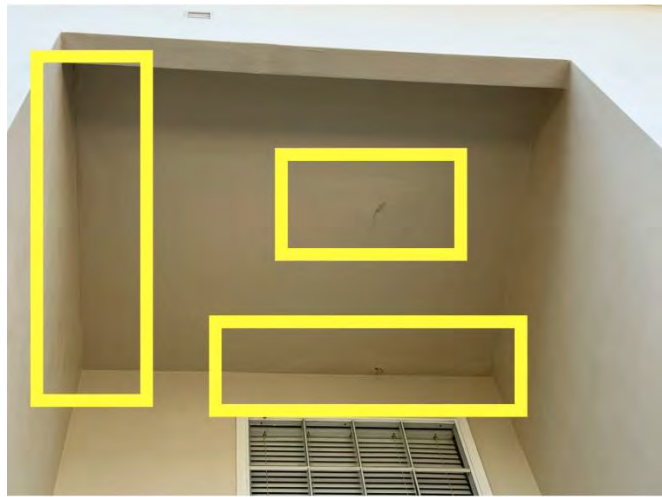
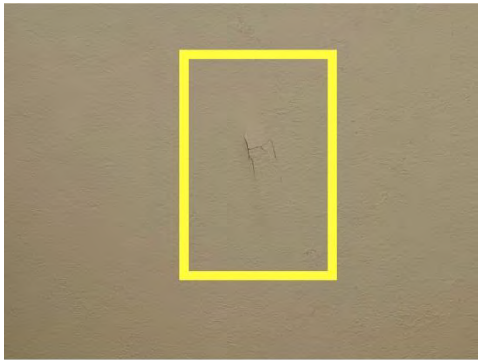
THIS PROPOSAL DOES NOT INCLUDE ANY REPAIRS THAT MAY BE FOUND IN ADDITION TO THOSE LISTED. THERE ARE AREAS THAT WERE PREVIOUSLY REPAIRED AND ARE NOT INCLUDED WITHIN.

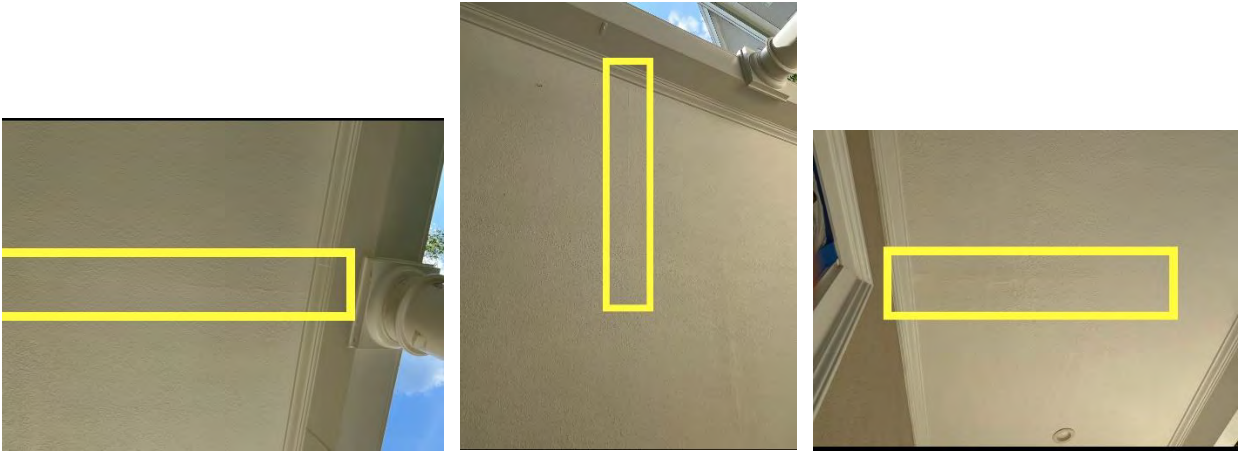
NOT INCLUDED WITHIN:

- **Any areas not specifically shown within**
- **No masonry repairs or framing repairs are included**









II. GENERAL CONDITIONS

- ◆ **CENTRAL** Painting & Waterproofing, LLC shall provide all required material, labor, necessary equipment, supervision, insurance, and any required permits to finish the work, as specified, and required by the provisions of the Current County and state codes, and material supplier

II. GENERAL REQUIREMENTS

- ◆ comply with written specifications, as provided with contract
- ◆ comply with material manufacturers specifications

PAYMENT AGREEMENT

Any unpaid balance 10 days after due date shall accrue annual interest of 18%, until paid. If any payment obligation under this contract is not paid when due, the Borrower promises to pay all costs of collection including reasonable attorney fees, whether or not a lawsuit is commenced as part of the collection process.

All materials and services stated herein shall be provided for, in consideration of the following sums and terms stated.

Project proposal, as described: \$27,800.00

THANK YOU FOR CONSIDERING OUR CONTRACT

ACCEPTED THIS _____ DAY OF _____, 2022

APPROVED AMOUNT: \$ 27,800.00 _____

AUTHORIZED SIGNATURE BY:

PAYMENT SCHEDULE: ALL INVOICES ARE DUE UPON RECEIPT OF INVOICE.

Central Painting & Waterproofing, LLC.

**Herb Vernon
Operations Manager
407-610-1140 office
561-727-9436 cell**



Action Item F3

Motion Subject:	Spring Lake Townhomes Service Area Reserves
Background:	<p>Spring Lake Townhomes Phase 1 was scheduled to take place in 2021. Phase two is scheduled for 2022. Per the 2022 Reserve study they had combined Phase 1 and 2 together to be completed at the same time in 2022.</p> <p>We have gone to the service area committee, and they have all voted to go with Cardinal Painting as they have seen work completed by them as well as the owner lives in Spring Lake so they feel that they will do a great job as he resides there. Cardinal painting completes all the painting for Lego Land and other apartment communities in Celebration.</p>
Funding Source:	Spring Lake Townhomes -Service Area Replacement Reserves
Budgeted Amount:	Per the 2022 Reserve Study – Spring Lake Townhomes Service Area - Walls, Paint Finishes, Sealants and Repairs, phased (Incl. Soffits) (2022-2023 are Adjusted) \$243,200.00
Bids Received:	Central Painting - \$ 252,200.00 Cardinal Painting -\$205,109.00
Rationale:	Management recommends Cardinal Painting to complete the painting of Phase 1 and Phase 2 for Spring Lake Townhomes as per recommendations of the committee and the community.
Management Recommendation:	Management recommends the approval of painting at Spring Lake Townhomes Phase I and II by Cardinal Painting
Motion on Agenda:	Motion to approve painting at Spring Lake Townhomes Phase I and II by Cardinal Painting in the amount of \$205,109.00 – Spring Lake Townhomes Reserves.



May 16, 2022

CROA
Grand Manors
Attn: Natalie Mower
851 Celebration Ave
Celebration, FL 34747
(407) 566-1200 x205
Natalie.mower@grandmanors.com

Bid Proposal

Thank you for the opportunity to bid the repainting of Spring Lake Townhomes Phase 1 & 2. We are pleased to submit our proposal for review. Attached you find our workflow process, some typical conditions on the buildings, as well as our pricing. We take extreme caution and provide the highest level of service and quality possible.

A. PRESSURE CLEANING:

1. Solution and application method varies with degree of contamination as follows:
 - a. Light to moderate contamination: Increase solution strength to one-part commercial strength chlorine.
 - b. Heavy contamination: Apply second application.
2. Following are the steps to be used in pressure cleaning.
 - a. Dampen surface with water and saturate with Simple Green Degreaser, allowing it to sit on surface for seven to ten minutes to loosen any dirt and oils.
 - b. We will use approximately 2,500 PSI to pressure clean and remove all mildew, chalking, and loose material.
3. Every precaution will be utilized to protect surrounding vegetation which will be rinsed down with fresh water prior to start of pressure cleaning and again after procedure.

B. SEALING, CHALK, AND EFFLORESCENCE:

1. Verify powder residue on surface is either chalking due to weathering of alkalinity, or efflorescence localized powdery on cementations surfaces usually indicated efflorescence of high alkalinity. A few drops of muriatic acid applied to the powdery surface will react to efflorescence by bubbling, no reaction to chalk.
2. After pressure washing, mildew treatment, crack, and joint repair, check several areas of each surface for chalk and efflorescence.
3. Apply surface conditioner solution concentration and application method appropriate to



degree of chalk remaining, determined as follows:

- a. Light chalk or efflorescence (trace amount on black felt or fingertips).
 - b. Moderate chalk (black felt or fingertips covered with chalk after rubbing).
 - c. Heavy chalk (felt or fingertips covered and excess chalk remaining).
4. Apply surface conditioner solution with brush, roller, airless, or pressure sprayer. For heavy chalk, work surface conditioner thoroughly into surface with brush.
 5. Allow to dry according to label directions before proceeding.
 6. Recheck for chalk after surface conditioner is dry
 7. Topcoat surface conditioner within 7 days after overnight drying.

C. CAULK AND SEALANT:

1. Caulk will be applied as necessary with **Benjamin Moore Moorlastic Elastomeric Patching Compound, Tower Tech 2 Acrylic Urethane Sealant.**
2. Hairline cracks coat over during normal priming and painting.
3. Cracks - 1/16" to 1/8"
 - a. Rake over with knife and clean.
 - b. Seal with surface conditioner.
 - c. Fill with patching compound, blending with adjacent surfaces.
4. Cracks 1/8" to 1/4"
 - a. Cut a v-groove.
 - b. Rake out with knife and clean.
 - c. Seal with surface conditioner.
 - d. Fit with backer rod if necessary.

D. PREPARATION:

1. Rust stains:

- a. Remove stains with rust stain remover, rinse and let dry.
- b. From embedded iron deposits.
 1. Chip, drill, or chisel out.
 2. Treat stain with ospho.
 3. Seal with surface conditioner.
 4. Fill with patching compound, blending with adjacent surfaces.
- c. Rust through from metal lathe or reinforcing steel repairs as appropriate.

2. Stucco:

- a. Deteriorating stucco area less than 2 square feet in size and 1/4" deep:
 1. Fill with **Benjamin Moore Moorlastic Elastomeric Patching Compound** blending with adjacent surfaces. This will be bridged approximately two (2) inches on both sides and center crowned directly over cracks to allow for thermal movement. Patches will be done to match existing surfaces as close as possible.

3. Ferrous Metal:



- a. After pressure washing and mildew treatment, sand, scrape, and wire brush remaining loose paint and rust.
- b. Clean surface to be painted by solvent wiping.
- c. Prime rust and bare metal.
- d. Apply surface conditioner as necessary to previously coated chalking surfaces.

E. MATERIAL SCHEDULE:

1. **Stucco, Hardie Siding, Detached Electrical Boxes, Exterior Previously Painted Ceilings:**
 - a. Primer: One coat **Benjamin Moore Ultra Spec 100% Acrylic Clear Sealer** sprayed/rolled on and back rolled in to achieve an even uniform finish 5.3 mils WFT.
 - b. Finish: One coat **Benjamin Moore Coronado Cryli Cote Exterior Acrylic Satin** sprayed/rolled on and back rolled in to achieve an even uniform finish 4 mils WFT.
2. **Entry Doors, Garage Doors, Fascia, Soffit:**
 - a. Primer: Spot Prime Coat **Advance Rust Destroyer** sprayed/rolled on and back rolled in to achieve an even uniform finish 3 mils DFT.
 - b. Primer: One coat **Benjamin Moore Ultra Spec 100% Acrylic Clear Sealer** sprayed/rolled on and back rolled in to achieve an even uniform finish 5.3 mils WFT.
 - c. Finish: One coat **Benjamin Moore Coronado Cryli Cote Exterior Acrylic Satin** sprayed/rolled on and back rolled in to achieve an even uniform finish 4 mils WFT.
3. **Patio Floors:**
 - a. Finish: Coat to cover **Gator Grip 289 Commercial Duty Floor Enamel**.
4. **Accessory Materials:**
 - a. Paint additives, thinners and other materials not specifically indicated but required to achieve the finishes specified of commercial quality.

F. PROTECTION:

1. Protect elements surrounding the work of this section from damage or disfiguration.
2. Furnish drop cloths, shields, and protective methods to prevent spray or droppings from disfiguring other surfaces.
3. Remove empty paint containers from site.

G. CONSTRUCTION CLEANING:

1. Maintain areas under contractor's control free of waste materials, debris and rubbish.
2. Remove waste materials, debris and rubbish from job site periodically and dispose of



- off-site, conforming to applicable regulations for disposal of debris.
3. Maintain disposal area in orderly manner, prevent run-off into waterways or onto adjacent properties.

H. STORAGE AND PROTECTION:

1. Store products immediately upon delivery, in accordance with manufacturer recommendations with seals and labels intact.
2. Protect until installed.

I. ENVIRONMENTAL REQUIREMENTS:

1. Do not apply material during inclement weather, when humidity is above 85 % or when air substrate surface temperature is below recommendations.
2. Provide field sample illustrating coating color, color coverage, texture and finish.
3. Locate where directed.
4. Accepted sample may remain as part of the work, if surface is properly prepared.

J. COLORS: To match existing.

K. APPLICATION:

1. Apply products in accordance with manufacturer's recommendations.
2. Do not apply finishes to surfaces that are not dry.
3. Apply each coat to dry film thickness as recommended by manufacturer.
4. Allow applied coat to dry before next coat is applied.
5. Apply exterior coatings using brush, roll or spraying where applicable.

L. CLEANING:

1. As work proceeds, promptly remove paint where spilled, splashed, or splattered.
2. During progress of work maintain premises free of unnecessary accumulation of tools, equipment, surplus materials, and debris.

3. Collect waste, cloths, and materials which may constitute a fire hazard, place in metal containers and remove daily from site.

M. INSPECTION:

1. Verify surfaces are ready to receive work as recommended by manufacturer.
2. Examine surfaces scheduled to be finished prior to commencement of work. Report any condition that may potentially affect proper application.
3. Verify moisture content does not exceed manufacturer recommended "dry" condition.
4. Beginning of installation means acceptance of existing surfaces.

N. WARRANTY:

1. **Benjamin Moore** will provide a "Ten (10) Year Labor and Material Warranty" to all painted masonry walls and ceiling surfaces.



2. Warranty against blistering, peeling, or other loss of adhesion of material applied by Cardinal Painting, LLC and other defects in material. This does not cover loss of adhesion of pre-existing coatings.
3. After each phase (pressure cleaning, sealing, patching and topcoat), a representative will inspect and approve prior to proceeding to the next phase.
4. No warranty on wood and metal.
5. This quote is based on **Benjamin Moore** specifications. We will strictly adhere to these specifications as they pertain to this project.

0. PRICES:

Contract Price: Exterior Repaint Spring Lake Phase 1 & 2 \$205,109.00

Contract Price: Perimeter Wall & Gates Phase 1 & 2 \$0.00

Contract Price: Replace, Paint & Install Shutters \$19,844.00

*After evaluating all shutters, there is no visible damage or curling. I do not recommend replacing shutters until the next paint cycle.

Includes: Prepare and paint all exterior previously painted exposed stucco surfaces, entry doors, garage doors, soffits, fascia, patio floors, previously painted exterior ceilings. Caulking all required areas. Following Benjamin Moore Specifications.

Excludes: PVC fencing, security cameras, railings, mailboxes, window/window frames, signage, door hardware, light poles, a/c equipment, water spigots, all non-previously painted floors, light fixtures, brick top caps on perimeter wall, gutters, downspouts.

NOTES:

1. Please advise us of any of your specifications that you find are contradictory to the scope of work that we have provided. We will make necessary changes.
2. This proposal has been prepared using Benjamin Moore.
3. We will need space provided at the job site for a job-site trailer.
4. Colors will be approved in advance.
5. We will need any landscaping trimmed back for accessibility before painting preparations begins.
6. We will need cooperation in removal of any cars from around buildings, prior to commencement of work.
7. We will supply a quantity of the finish color for use in touch-ups.
8. We will begin work for this project at 8:00 a.m. Monday through Friday.
9. Electricity and water will need to be provided for this project.



10. Music will not be allowed on the job site.
11. The foreman remains at the job site until the project is completed.
12. Owner responsible to flag sprinklers to allow lifts to navigate around the property.
13. While pressure washing, the windows/screens will be rinsed off to remove any chalk residue. They will not be cleaned professionally.



BID PROPOSAL

Celebration Residential Owners Association
Do: Grand Manors
Attn: Natalie Mower
851 Celebration Ave
Celebration, FL 34747
(407) 566-1200 x205
Natalie.mower@grandmanors.com

Date: May 16, 2022
Project: Spring Lake Townhomes Phase
1 & 2 Repaint

We are pleased to submit our contract for the following:

PRICE:

Contract Price: Exterior Repaint Spring Lake Phase 1 & 2 \$205,109.00

Contract Price: Perimeter Wall & Gates Phase 1 & 2 \$0.00

Contract Price: Replace, Paint & Install Shutters \$19,844.00

Please see specifications for complete detail of work.

Includes: Prepare and paint all exterior previously painted exposed stucco surfaces, entry doors, garage doors, soffits, fascia, patio floors, previously painted exterior ceilings. Caulking all required areas. Following Benjamin Moore Specifications.

Excludes: PVC fencing, security cameras, railings, mailboxes, window/window frames, signage, door hardware, light poles, a/c equipment, water spigots, all non-previously painted floors, light fixtures, brick top caps on perimeter wall, gutters, downspouts.



Payment to be made as follows:

Billing Schedule	
Description	Amount
Billing materials serves as down payment	\$99,245.00
Due upon 25% completion (5 buildings)	\$21,338.17
Due upon 50% completion (5 buildings)	\$21,338.17
Due upon 75% completion (5 buildings)	\$21,338.17
Due upon 100% completion (6 buildings)	\$21,338.19
Retainage 10%	\$20,511.00
Total	\$205,109.00

If replacing shutters, payments are to be made as follows:

Billing Schedule	
Description	Amount
Billing Partial materials serves as down payment	\$7,144.35
Due upon 25% completion (5 buildings)	\$2,551.25
Due upon 50% completion (5 buildings)	\$2,551.25
Due upon 75% completion (5 buildings)	\$2,551.25
Due upon 100% completion (6 buildings)	\$3,061.50
Retainage 10%	\$1,984.40
Total	\$19,844.00

All material is to be as specified. All work is to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from the enclosed specifications involving extra cost will be executed only upon written change orders and will become an extra charge over and above the estimate. Owners will be responsibility for any equipment cost associated with work delays due to approval of colors, samples, mockups, etc... After payment terms have been negotiated, payment schedule will follow and become part of this contract. We shall not be liable for delays resulting from strikes or other labor troubles, direct or indirect acts of government, fires, floods, hurricanes, accidents or any other cause beyond our control. We are not responsible for damage to lanai screens due to following our scope of work, or for overspray on vehicles that were not moved after our notice was posted advising vehicle owners to do so. Owner to carry fire, tornado and other necessary insurance. We carry General Liability, and our employees are fully covered by Workman's Compensation. Any claims for construction defects are subject to the notice and cure provision of Chapter 558, Florida Statutes. This proposal and contract are valid for 60 days.

Spring Lake Gardens Phase 1 & 2 Painting
Value of Contract \$205,109 Retainage 10%

Cost	Type	Location	Work Description	Value of Work	% Complete	Billable Amount	Billing Schedule	
09-9900	Labor	Building 1 Lots 1-4 (4 units)	Paint	\$4,416.35	0%		Description	Amount
09-9900	Material	Building 1 Lots 1-4 (4 units)	Paint	\$2,944.24	0%		Billing materials serves as downpayment	\$99,245
09-9900	Labor	Building 2 Lots 7-10 (4 units)	Paint	\$4,416.35	0%		Due upon 25% completion (5 buildings)	\$21,338.17
09-9900	Material	Building 2 Lots 7-10 (4 units)	Paint	\$2,944.24	0%		Due upon 50% completion (5 buildings)	\$21,338.17
09-9900	Labor	Building 3 Lots 11-15 (5 units)	Paint	\$5,342.30	0%		Due upon 75% completion (5 buildings)	\$21,338.17
09-9900	Material	Building 3 Lots 11-15 (5 units)	Paint	\$3,561.36	0%		Due upon 100% completion (6 buildings)	\$21,338.19
09-9900	Labor	Building 4 Lots 16-20 (5 units)	Paint	\$5,342.30	0%		Retainage 10%	\$20,511.00
09-9900	Material	Building 4 Lots 16-20 (5 units)	Paint	\$3,561.36	0%		Total	\$205,109.00
09-9900	Labor	Building 5 Lots 21-24 (4 units)	Paint	\$4,416.35	0%			
09-9900	Material	Building 5 Lots 21-24 (4 units)	Paint	\$2,944.24	0%			
09-9900	Labor	Building 6 Lots 27-30 (4 units)	Paint	\$4,416.35	0%			
09-9900	Material	Building 6 Lots 27-30 (4 units)	Paint	\$2,944.24	0%			
09-9900	Labor	Building 7 Lots 85-89 (5 units)	Paint	\$5,342.30	0%			
09-9900	Material	Building 7 Lots 85-89 (5 units)	Paint	\$3,561.36	0%			
09-9900	Labor	Building 8 Lots 90-94 (5 units)	Paint	\$5,342.30	0%			
09-9900	Material	Building 8 Lots 90-94 (5 units)	Paint	\$3,561.36	0%			
09-9900	Labor	Building 9 Lots 95-98 (4 units)	Paint	\$4,416.35	0%			
09-9900	Material	Building 9 Lots 95-98 (4 units)	Paint	\$2,944.24	0%			
09-9900	Labor	Building 10 Lots 101-104 (4 units)	Paint	\$4,416.35	0%			
09-9900	Material	Building 10 Lots 101-104 (4 units)	Paint	\$2,944.24	0%			
09-9900	Labor	Building 11 Lots 105-108 (4 units)	Paint	\$4,416.35	0%			
09-9900	Material	Building 11 Lots 105-108 (4 units)	Paint	\$2,944.24	0%			
09-9900	Labor	Building 12 Lots 111-114 (4 units)	Paint	\$4,416.35	0%			
09-9900	Material	Building 12 Lots 111-114 (4 units)	Paint	\$2,944.24	0%			
09-9900	Labor	Building 13 Lots 115-119 (5 units)	Paint	\$5,342.30	0%			
09-9900	Material	Building 13 Lots 115-119 (5 units)	Paint	\$3,561.36	0%			
09-9900	Labor	Building 14 Lots 120-124 (5 units)	Paint	\$5,342.30	0%			
09-9900	Material	Building 14 Lots 120-124 (5 units)	Paint	\$3,561.36	0%			
09-9900	Labor	Building 15 Lots 219-222 (4 units)	Paint	\$4,416.35	0%			
09-9900	Material	Building 15 Lots 219-222 (4 units)	Paint	\$2,944.24	0%			
09-9900	Labor	Building 16 Lots 225-228 (4 units)	Paint	\$4,416.35	0%			
09-9900	Material	Building 16 Lots 225-228 (4 units)	Paint	\$2,944.24	0%			
09-9900	Labor	Villa 1 Lots 5-6 (2 units)	Paint	\$6,908.45	0%			
09-9900	Material	Villa 1 Lots 5-6 (2 units)	Paint	\$4,605.60	0%			
09-9900	Labor	Villa 2 Lots 25-26 (2 units)	Paint	\$6,908.45	0%			
09-9900	Material	Villa 2 Lots 25-26 (2 units)	Paint	\$4,605.60	0%			
09-9900	Labor	Villa 3 Lots 99-100 (2 units)	Paint	\$6,908.44	0%			
09-9900	Material	Villa 3 Lots 99-100 (2 units)	Paint	\$4,605.60	0%			
09-9900	Labor	Villa 4 Lots 109-110 (2 units)	Paint	\$6,908.40	0%			
09-9900	Material	Villa 4 Lots 109-110 (2 units)	Paint	\$4,605.60	0%			
09-9900	Labor	Villa 5 Lots 223-224 (2 units)	Paint	\$6,908.40	0%			
09-9900	Material	Villa 5 Lots 223-224 (2 units)	Paint	\$4,605.60	0%			
09-9900	Labor	Perimeter Wall & Gates	Paint	\$0.00	0%	No Charge		
09-9900	Material	Perimeter Wall & Gates	Paint	\$0.00	0%	No Charge		
09-9900		Retainage 10%		\$20,511.00	0%			
		Contract Value		\$205,109.00				

Spring Lake Gardens Phase 1 & 2 Shutter Replacement
Value of Contract \$19,844 Retainage 10%

Cost	Type	Location	Work Description	Value of Work	% Complete	Billable Amount	Billing Schedule	
10-7113.13	Labor	Building 1 Lots 1-4 (4 units)	Shutter Replacement	\$296.73	0%		Description	Amount
10-7113.13	Material	Building 1 Lots 1-4 (4 units)	Shutter Replacement	\$197.82	0%		Billing Partial materials serves as downpayment	\$7,144.35
10-7113.13	Labor	Building 2 Lots 7-10 (4 units)	Shutter Replacement	\$659.40	0%		Due upon 25% completion (5 buildings)	\$2,551.25
10-7113.13	Material	Building 2 Lots 7-10 (4 units)	Shutter Replacement	\$439.60	0%		Due upon 50% completion (5 buildings)	\$2,551.25
10-7113.13	Labor	Building 3 Lots 11-15 (5 units)	Shutter Replacement	\$494.55	0%		Due upon 75% completion (5 buildings)	\$2,551.25
10-7113.13	Material	Building 3 Lots 11-15 (5 units)	Shutter Replacement	\$329.70	0%		Due upon 100% completion (6 buildings)	\$3,061.50
10-7113.13	Labor	Building 4 Lots 16-20 (5 units)	Shutter Replacement	\$593.46	0%		Retainage 10%	\$1,984.40
10-7113.13	Material	Building 4 Lots 16-20 (5 units)	Shutter Replacement	\$395.64	0%		Total	\$19,844.00
10-7113.13	Labor	Building 5 Lots 21-24 (4 units)	Shutter Replacement	\$296.73	0%			
10-7113.13	Material	Building 5 Lots 21-24 (4 units)	Shutter Replacement	\$197.82	0%			
10-7113.13	Labor	Building 6 Lots 27-30 (4 units)	Shutter Replacement	\$593.46	0%			
10-7113.13	Material	Building 6 Lots 27-30 (4 units)	Shutter Replacement	\$395.64	0%			
10-7113.13	Labor	Building 7 Lots 85-89 (5 units)	Shutter Replacement	\$362.67	0%			
10-7113.13	Material	Building 7 Lots 85-89 (5 units)	Shutter Replacement	\$241.78	0%			
10-7113.13	Labor	Building 8 Lots 90-94 (5 units)	Shutter Replacement	\$560.49	0%			
10-7113.13	Material	Building 8 Lots 90-94 (5 units)	Shutter Replacement	\$373.66	0%			
10-7113.13	Labor	Building 9 Lots 95-98 (4 units)	Shutter Replacement	\$296.73	0%			
10-7113.13	Material	Building 9 Lots 95-98 (4 units)	Shutter Replacement	\$197.82	0%			
10-7113.13	Labor	Building 10 Lots 101-104 (4 units)	Shutter Replacement	\$593.46	0%			
10-7113.13	Material	Building 10 Lots 101-104 (4 units)	Shutter Replacement	\$395.64	0%			
10-7113.13	Labor	Building 11 Lots 105-108 (4 units)	Shutter Replacement	\$527.52	0%			
10-7113.13	Material	Building 11 Lots 105-108 (4 units)	Shutter Replacement	\$351.68	0%			
10-7113.13	Labor	Building 12 Lots 111-114 (4 units)	Shutter Replacement	\$263.76	0%			
10-7113.13	Material	Building 12 Lots 111-114 (4 units)	Shutter Replacement	\$175.84	0%			
10-7113.13	Labor	Building 13 Lots 115-119 (5 units)	Shutter Replacement	\$527.52	0%			
10-7113.13	Material	Building 13 Lots 115-119 (5 units)	Shutter Replacement	\$351.68	0%			
10-7113.13	Labor	Building 14 Lots 120-124 (5 units)	Shutter Replacement	\$362.67	0%			
10-7113.13	Material	Building 14 Lots 120-124 (5 units)	Shutter Replacement	\$241.78	0%			
10-7113.13	Labor	Building 15 Lots 219-222 (4 units)	Shutter Replacement	\$527.52	0%			
10-7113.13	Material	Building 15 Lots 219-222 (4 units)	Shutter Replacement	\$351.68	0%			
10-7113.13	Labor	Building 16 Lots 225-228 (4 units)	Shutter Replacement	\$230.79	0%			
10-7113.13	Material	Building 16 Lots 225-228 (4 units)	Shutter Replacement	\$153.86	0%			
10-7113.13	Labor	Villa 1 Lots 5-6 (2 units)	Shutter Replacement	\$692.37	0%			
10-7113.13	Material	Villa 1 Lots 5-6 (2 units)	Shutter Replacement	\$461.58	0%			
10-7113.13	Labor	Villa 2 Lots 25-26 (2 units)	Shutter Replacement	\$692.37	0%			
10-7113.13	Material	Villa 2 Lots 25-26 (2 units)	Shutter Replacement	\$461.58	0%			
10-7113.13	Labor	Villa 3 Lots 99-100 (2 units)	Shutter Replacement	\$725.34	0%			
10-7113.13	Material	Villa 3 Lots 99-100 (2 units)	Shutter Replacement	\$483.56	0%			
10-7113.13	Labor	Villa 4 Lots 109-110 (2 units)	Shutter Replacement	\$725.34	0%			
10-7113.13	Material	Villa 4 Lots 109-110 (2 units)	Shutter Replacement	\$483.56	0%			
10-7113.13	Labor	Villa 5 Lots 223-224 (2 units)	Shutter Replacement	\$692.37	0%			
10-7113.13	Material	Villa 5 Lots 223-224 (2 units)	Shutter Replacement	\$462.43	0%			
10-7113.13		Retainage 10%		\$1,984.40	0%			
		Contract Value		\$19,844.00				



Celebration Residential Owners Association, Inc. (CROA)

**REQUEST FOR PROPOSAL FOR
PAINTING SERVICES
SPRING LAKE TOWNHOMES PHASE I and II**

RFP # PAINT-05042022



**Celebration Residential
Owners Association**

Issued by:

**CELEBRATION RESIDENTIAL OWNERS' ASSOCIATION, INC. (CROA)
BOARD OF DIRECTORS**

**Natalie Mower Community Manager
851 Celebration Avenue
Celebration, FL 34747
CELEBRATION.FL.US
407-566-1200**

Date Issued: Wednesday May 4, 2022

Due Date: Wednesday May 18th, 2022

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PROJECT DESCRIPTION

This request for proposal is for the painting of 16 Buildings consisting of 80 Spring Lake Townhomes (in the community of Celebration. 1371 to 1488- Resolute street- Highlighted in Red on the Map attached.

(The project consists of cleaning all surfaces, crack repairs, removing compromised caulk, caulking, and painting of the townhomes stucco and clapboards finishes, garages, balconies, and shutters.

(CROA reserves the right to award contracts for all work which requires a separate bid based upon the nature of the work and its anticipated costs.)

FORMS & SPECIFICATIONS

Submitters are required to use the official "PROPOSAL FORMS", and all attachments itemized herein are to be submitted as a single document. Any variation from the minimum specifications must be clearly stated on the PROPOSAL FORMS.

HOW TO SUBMIT A PROPOSAL

One complete proposal form set (1 original) with all required documents as itemized and included herein are to be submitted in a sealed envelope, on the outside of which shall be prominently marked with the following identification: "RFP # PAINT-05042022" with the name and address of the submitter. The RFP should be neat, professional in appearance and bound appropriately for the document's thickness. The original document shall have original signatures and clearly noted with *ORIGINAL* on the cover. All proposals must be hand delivered and/or mailed to CROA at 851 Celebration Ave, Celebration, FL 34747, by the date and time set forth herein. A copy must also be emailed to the CROA Representative Natalie.Mower@Grandmanors.com at. Please include the EXCEL unit pricing file.

CONTRACTOR RESPONSIBILITY

Submitters are fully and completely responsible for the labeling, identification, and delivery of their proposals. CROA will not be responsible for any mislabeled or misdirected submissions, nor those handled by delivery persons, couriers, or the U. S. Postal Service.

- Submissions shipped by express delivery, or in overnight or courier envelopes, boxes, or packages must be prominently marked on the outside of such envelopes, boxes, or packages with the sealed proposal identification.
- Proposals that are incomplete, unbalanced, conditional, obscure, or which contain additions not called for, alterations, or irregularities of any kind, or which do not comply with these documents may be rejected at the option of CROA.

PROPOSAL DOCUMENTS REQUIRED

The following documents and forms in the following arrangement must accompany each proposal or alternate proposal submitted:

- Bid Response Form.
- Disclosure of Subcontractors, Sub-Consultants and Suppliers and Statement of Subcontractor experience.
- Proposer Certification/Addenda Acknowledgement Form.
- General Terms and Conditions statement must be signed and returned with the proposal form.
- A sworn, notarized Statement of Contractor's Experience, Equipment and Personnel.
- W-9 and Certificate of Insurance for Contractor and all Subcontractors.
- All applicable licenses or certifications must be included. This can also include any additional certifications or education of the organization or of staff who will be performing the actual work.

INSURANCE REQUIREMENTS

A Certificate of Insurance will be furnished by the successful Contractor upon Notice of Award. The Certificate(s) shall be completed by the Contractor's authorized agent and submitted to CROA, with CROA a named additional insured. The successful Contractor shall not commence any work in connection with the Agreement until it has obtained all the following types of insurance and shall maintain such insurance as will protect him/her from claims which may arise out of or result from the vendor's operations under the terms and conditions of the RFP.

Contractor shall, throughout the performance of its Services pursuant to this Agreement, maintain:

- a. Occurrence basis comprehensive general liability insurance (including broad form contractual coverage) and automobile liability insurance, with minimum limits of \$1,000,000, respectively, combined single limit per occurrence, protecting it and Owner from claims for bodily injury (including death) and property damage which may arise from or in connection with the performance of Contractor's Services under this Agreement or from or out of any act or omission of Contractor, its officers, directors, agents, and employees; and
- b. Workers' compensation insurance as required by applicable law (or employer's liability insurance with respect to any employee not covered by workers' compensation) with minimum limits of One Hundred Thousand Dollars (\$100,000) per occurrence.

All such insurance required in Paragraph a. shall be in companies and on forms acceptable to Owner and shall provide that the coverage thereunder may not be reduced or canceled unless thirty (30) days prior written notice thereof is furnished to Owner. Certificates of insurance (and copies of all policies, if required by the Owner) shall be furnished to the Owner. In the event of any cancellation or reduction of coverage, the

Contractor shall obtain substitute coverage as required under this Agreement, without any lapse of coverage to Owner whatsoever.

Contractor shall defend (if requested by Owner), indemnify and hold Owner and its officers, directors, agents, employees and assigns harmless from and against any and all claims, demands, suits, judgments, losses, or expenses of any nature whatsoever (including attorneys' fees) arising directly or indirectly from or out of: any act or omission of Contractor, its officers, directors, agents or employees; any breach of Contractor's representations as set forth in this Agreement; or any other failure of Contractor to comply with the obligations on its part to be performed under this Agreement. The provisions of this paragraph shall survive the expiration or earlier termination of this Agreement.

CROA reserves the right to modify the insurance requirements set forth at any time during the process of solicitation or subsequent thereto.

EXAMINATION OF PROPOSAL DOCUMENTS

- Each Contractor shall carefully examine the Documents & Specifications and other applicable forms and inform himself/herself thoroughly regarding all conditions and requirements that may in any manner affect cost, progress or performance of the work to be performed under the Contract. Ignorance on the part of the Contractor will in no way relieve him/her of the obligations and responsibilities assumed under the Contract.
- Should a Contractor find discrepancies or ambiguities in, or omissions from the Specifications, or should he/she be in doubt as to their meaning, he/she shall at once notify the Operations Manager, in writing.

INTERPRETATIONS, CLARIFICATIONS AND ADDENDA

In case any Proposer fails to acknowledge receipt of such addenda or addendum, his/her proposal will nevertheless be construed as though it had been received and acknowledged and the submission of his/her Proposal will constitute acknowledgment of the receipt of same. All addenda are a part of the Proposal Documents, and each Proposer will be bound by such addenda, whether received by him/her. It is the responsibility of each Proposer to verify that he/she has received all addenda issued before Proposals are opened.

In the case of unit price items, the quantities of work to be done and materials to be furnished under this Proposal/Contract are to be considered as approximate only and are to be used solely for the comparison of Proposals received. CROA does not expressly or by implication represent that the actual quantities involved will correspond exactly therewith; nor shall the Proposer plead misunderstanding or deception because of such estimate or quantities of work performed or material furnished in accordance with the Specifications and other proposal documents, and it is understood that the quantities may be increased or diminished as provided herein without in any way invalidating any of the unit or lump sum prices proposal.

ALTERNATES

When certain items of equipment and/or materials are specified and/or described as the product of a particular manufacturer together with any required additional information such as model number, size or catalog number, only such specific items may be used in preparing the Proposal, except as hereinafter provided.

CHANGES / MODIFICATIONS

CROA reserves the right to order changes in the 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 unit 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.

GOVERNING LAWS AND REGULATIONS

The Proposer is required to be familiar with and shall be responsible for complying with CROA Policies and Procedures, CROA rules, all federal, state and local laws, ordinances, rules and professional standards or regulations that in any manner affect this solicitation, the selection process, protests, award of contract, contract management or any other activity associated with this solicitation and the subsequent work required of the successful Proposer.

CONTRACT NEGOTIATION

The Selection Committee shall rank all received proposals and provide the CROA Representative with the rankings and a recommended Contractor(s). If deemed prudent or necessary, the CROA Representative will be authorized to negotiate with the top ranked firm. The proposal signed by the successful Proposer along with documentation included in the proposal as required by this solicitation and other additional materials submitted by the Proposer and accepted by CROA shall be the basis for negotiation of a contract addressing the requirements of the solicitation. The resulting contract will be approved by CROA Board of Directors.

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 this 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.

<u>Chris Noe</u>		<u>Owner</u>		<u></u>		<u>05/16/2022</u>
Agent Name		Title		Signature		Date

EVALUATION PROCESS

PROPOSAL EVALUATION

This Request for Proposals includes following all the instructions and procedures in this document and sending the sealed proposal information to CROA by the due date and time. Proposals will be evaluated on the following criteria:

Criteria	Description
Completeness	Proposal is in accordance with the RFP instructions
Experience	Contractual and technical of similar size scope
Qualifications	Key personnel, labor commitment, training, and certifications
Equipment and Staff	Adequate to provide expected high level of service
References	Assessment of current project conditions with similar service
Cost	Associated with each line item is not over or under priced

CROA reserves the right to apply the evaluation criteria in any manner it deems necessary and to evaluate each firm separately or comparatively, using these criteria in any weight or importance as it sees fit. CROA also reserves the right to seek clarification from prospective firms on any issue in a response, 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 CROA' s best interest. Failure to submit the requested information or required documentation may result in the disqualification of the proposal response.

BID RESPONSE FORM

Company Name: Cardinal Painting, LLC Contact: Chris Noe
Email: chris@paintcardinal.com Phone: (689) 777-1956

I Chris Noe, on behalf of Cardinal Painting, LLC, submit the following bids as indicated below:

Please provide a separate bid price for the following items:

<input checked="" type="checkbox"/>	TOWNHOME PAINTING
<input checked="" type="checkbox"/>	SHUTTER PAINTING

NOTE(S):

When completing your proposal, do not attach any forms which may contain terms and conditions that conflict with those listed in CROA's proposal documents. Inclusion of additional terms and conditions such as those which may be on your company's standard forms may result in your proposal being declared non-responsive.


All price information to be used in the RFP evaluation must be on this proposal form.

CROA reserves the right to adjust any quantity upward or downward as may be warranted or necessary.

"The undersigned, as Proposer, hereby declares that he/she has informed himself/herself fully regarding all conditions to the work to be done, and that he/she has examined the RFP and Specifications for the work and comments hereto attached. The Proposer agrees, if this proposal is accepted, to contract with CROA in the form of an Agreement, to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation, labor, and service necessary to complete the work covered by the RFP and Contract Documents for this Project. The Proposer agrees to accept in full compensation for each item the prices named in the schedules incorporated herein.

Proposer agrees to supply the products or services at the prices proposed above in accordance with the terms, conditions and specifications contained in this RFP."

Executed by:

<u>Chris Noe</u>	<u>Owner</u>		<u>05/16/2022</u>
Agent Name	Title	Signature	Date

This document must be completed and returned with your Submittal

DISCLOSURE OF SUBCONTRACTORS AND SUPPLIERS

Name of Firm Submitting Proposal:

Cardinal Painting, LLC

(Print or Type)

Name of Person Submitting Proposal:

Chris Noe

(Print or Type)

Name of Firm Submitting Proposal:

N/A

(Print or Type)

Name of Person Submitting Proposal:

N/A

(Print or Type)

Please list all Sub-contractors and Suppliers to be used in connection with performance of this contract. Attach additional sheets as necessary.

Name of Firm or Agency: Celebration Hardware Company	
Address: 57 Blake Blvd Celebration, FL 34747	Telephone: (407) 566-1091
Contact Name: Marc DaCorta	Title: Vice President

This document must be completed and returned with your Submittal

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<u>Name of Firm or Agency:</u> Equipment Share (Bucket Lift)	
Address: 3219 S. Orlando Dr Sanford, FL 32773	Telephone: (904) 676-2471
Contact Name: Charles Acker	Title: Sales Representative

<u>Name of Firm or Agency:</u> Villaas Painting Services	
Address: 26 Fillmore Ave Orlando, FL 32809	Telephone: (407) 627-4651
Contact Name: Bryan Calderon	Title: Owner

<u>Name of Firm or Agency:</u>	
Address: N/A	Telephone:
Contact Name:	Title:

<u>Name of Firm or Agency:</u> N/A	
Address:	Telephone:
Contact Name:	Title:

This document must be completed and returned with your Submittal
STATEMENT OF CONTRACTOR'S EXPERIENCE, EQUIPMENT AND PERSONNEL

(Contractor may also provide any supplemental company or personnel information that will assist CROA in evaluating your proposal such as a corporate organizational chart showing area of responsibility for personnel listed on this form).



Celebration Residential Owners Association (CROA)

CONTRACTOR: Cardinal Painting, LLC

DATE: 05/16/2022

1. How many years has your organization been in business as a painting contractor under your present business name?

1 Year

2. List all previous business names of your organization:

N/A

3. How many years' experience in painting services?

Prime Contractor: 4

Subcontractor: 10

4. List all officers and directors of your organization:

Name

Position Held

Chris Noe

Owner/Project Manager

Meredith Noe

Owner/Project Coordinator

Bryan Calderon

General Superintendent

5. Have you ever failed to complete any work awarded to you in the last 3 years? X
Yes No

If yes, where and why? N/A

This document must be completed and returned with your Submittal

EXPERIENCE



Celebration Residential Owners Association (CROA)

1. Describe any experience of the principal individuals (Foremen, Superintendents, etc.) who are responsible for the actual painting work of your organization?

Bryan Calderon	General Superintendent
Name	Position

Lead Painter/Manages Onsite team	7	1
Type of Work	Years' Experience	Years with Firm

Meredith Noe	Owner/Project Coordinator
Name	Position

Coordinates materials and equipment to jobsite	11	1
Type of Work	Years' Experience	Years with Firm

Chris Noe	Owner/Project Manager
Name	Position

Manages Projects/Sales	14	1
Type of Work	Years' Experience	Years with Firm

N/A	
Name	Position

Type of Work	Years' Experience	Years with Firm

2. List/describe five (5) painting contracts/projects of similar size and scope that you currently have or have recently completed.

Project: Legoland Beach Bungalows	Location: Winter Haven, FL
Date: 3/1/2022	Contract Amount: \$140,372.00
Contract Name, Phone Number, Fax Number:	
Beach Bungalows Exterior Painting, Jason Boyd (845) 863-5826	

This document must be completed and returned with your Submittal



Celebration Residential Owners Association (CROA)

Project: **Legoland Pirate Seawall** Location: **Winter Haven, FL**
Date: **6/1/2022** Contract Amount: **\$143,188.00**
Contract Name, Phone Number, Fax Number:
Legoland Pirates Painting, Jason Boyd (845) 863-5826

Project: **Legoland Hotel Exterior** Location: **Winter Haven, FL**
Date: **8/29/2022** Contract Amount: **\$131,520.00**
Contract Name, Phone Number, Fax Number:
Legoland Hotel Exterior, Jason Boyd (845) 863-5826

Project: **Autumnwood Grove** Location: **Lakeland, FL**
Date: **1/21/2022** Contract Amount: **\$190,800.00**
Contract Name, Phone Number, Fax Number:
Autumnwood Grove Exterior Painting, Julia Casanova (407) 472-2471 Ext. 4841

Project: **Siena Exterior Painting** Location: **Celebration, FL**
Date: **4/12/2022** Contract Amount: **Text**
Contract Name, Phone Number, Fax Number:
Siena Clubhouse/Shutters Etc., Justin Ramage, (352) 346-8214

Location:
Date: Contract Amount:
Contract Name, Phone Number, Fax Number:



Celebration Residential Owners Association (CROA)

This document must be completed and returned with your Submittal
CONTRACTOR'S AFFIDAVIT

State of Florida
County of _____

Before me personally appeared _____ who (title) is _____ of *(the company described herein)* _____ being duly sworn, deposes and say that the foregoing statements are a true and accurate statement of the position of said organization as of the date thereof, and, that the statements and answers to the foregoing experience questionnaire 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 of this application constitutes fraud; and, agrees to furnish any pertinent information requested by CROA deemed necessary to verify the statements made in this application or regarding the ability, standing and general reputation of the applicant.

Personally Known ___ or Produced Identification _____

Sworn to and subscribed before me this _____ day of _____, 2022

Please see hard copies for notarized forms

NOTARY PUBLIC – STATE of FLORIDA
(Signature of Notary Public)

(Print Name of Notary Public)

This document must be completed and returned with your Submittal

References

Julia Casanova

Rizzetta & Company
LCAM Portfolio Manager
(407) 472-2471 Ext. 4841
jcasanova@rizzetta.com

Justin Ramage

Siena Master Association
(352) 346-8214
Justinr43@gmail.com

Rocky Gasque

Legoland Florida
Director of Facilities
(863) 207-5407
Rocky.gasque@legoland.com

Marc DaCorta

Celebration Hardware Company
Owner
(917) 658-5644
marc@celebrationhardware.com

Gary Hudspeth

Spring Lake Resident
(407) 376-2504



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/14/2022

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 BIBERK P.O. Box 113247 Stamford, CT 06911	CONTACT NAME:	PHONE (A/C, No, Ext): 844-472-0967	FAX (A/C, No): 203-654-3613	
	E-MAIL ADDRESS: customerservice@biBERK.com			
INSURER(S) AFFORDING COVERAGE			NAIC #	
INSURER A : Berkshire Hathaway Direct Insurance Company			10391	
INSURED Cardinal Painting 1359 Ponce Drive Kissimmee, FL 34747-5316	INSURER B :			
	INSURER C :			
	INSURER D :			
	INSURER E :			
	INSURER F :			

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL 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			N9BP513551	03/17/2022	03/17/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ Included GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						
	<input checked="" type="checkbox"/> OTHER:						
	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						EACH OCCURRENCE \$ AGGREGATE \$
	DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/>						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	Professional Liability (Errors & Omissions): Claims-Made						Per Occurrence/ Aggregate

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

CERTIFICATE HOLDER CROA Natalie Mower 851 Celebration Ave Celebration, FL 34747	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE



CERTIFICATE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)
05/14/2022

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.

PRODUCER BIBERK P.O. Box 113247 Stamford, CT 06911	CONTACT NAME:		
	PHONE (A/C, No, Ext): (844) 472-0967	FAX (A/C, No): (203) 654-3613	
	E-MAIL ADDRESS: salessupport@biberk.com		
	PRODUCER CUSTOMER ID:		
INSURED Cardinal Painting 1359 Ponce Drive Kissimmee, FL 34747-5316	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Berkshire Hathaway Direct Insurance Compai		237310
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
INSURER F :			

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

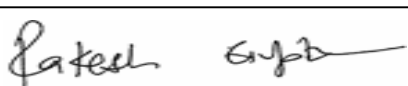
LOCATION OF PREMISES / DESCRIPTION OF PROPERTY (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Location: 1359 Ponce Drive Kissimmee, FL 34747-5316
 Bldg #001: Painting - Exterior - Buildings or Structures - 3 stories or less in height - 7560101

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		POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	COVERED PROPERTY	LIMITS		
<input checked="" type="checkbox"/>	PROPERTY		N9BP513551	03/17/2022	03/17/2023	BUILDING	\$ 0		
	CAUSES OF LOSS	DEDUCTIBLES						PERSONAL PROPERTY	\$ 0
		BUILDING						BUSINESS INCOME	\$ *
		250						EXTRA EXPENSE	\$ *
		CONTENTS						RENTAL VALUE	\$
<input checked="" type="checkbox"/>	SPECIAL							BLANKET BUILDING	\$ n/a
	EARTHQUAKE							BLANKET PERS PROP	\$ n/a
	WIND							BLANKET BLDG & PP	\$ n/a
	FLOOD								\$
									\$
	INLAND MARINE	TYPE OF POLICY				\$			
	CAUSES OF LOSS					\$			
	NAMED PERILS	POLICY NUMBER				\$			
						\$			
	CRIME					\$			
	TYPE OF POLICY					\$			
						\$			
	BOILER & MACHINERY / EQUIPMENT BREAKDOWN					\$			
						\$			
						\$			

SPECIAL CONDITIONS / OTHER COVERAGES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

* ALS up to 12 months.

CERTIFICATE HOLDER CROA Natalie Mower 851 Celebration Ave Celebration, FL 34747	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

05/16/2022

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PRODUCER Central Florida Insurance Group LLC 242 Wilshire Blvd Casselberry FL 32707-5371		CONTACT NAME: GEORGETTE DIAZ PHONE (A/C. No. Ext): 407-667-5700 E-MAIL ADDRESS: gdiaz@cfgllc.com FAX (A/C. No): 407-672-5775	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A : Crum & Forster Specialty Insurance Company	NAIC # 44520
INSURED		INSURER B :	
VILLAAS PAINTING SERVICES LLC 26 W Fillmore Ave Orlando, FL 32809		INSURER C :	
		INSURER D :	
		INSURER E :	
		INSURER F :	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL 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:			BAK-85213-1	09/07/2021	09/07/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	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						
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N <input type="checkbox"/>	N / A				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**

CROA 851 Celebration Ave Celebration, FL 34747	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 <i>Georgette Diaz</i>
--	--

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/16/2021

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 Next First Insurance Agency, Inc. PO Box 60787 Palo Alto, CA 94306	CONTACT NAME: PHONE (A/C. No. Ext): (855) 222-5919		FAX (A/C. No.):	
	E-MAIL ADDRESS: support@nextinsurance.com			
INSURER(S) AFFORDING COVERAGE			NAIC #	
INSURER A: State National Insurance Company, Inc.			12831	
INSURED VILLAAS PAINTING SERVICES LLC 26 W Fillmore Ave Orlando, FL 32809	INSURER B:			
	INSURER C:			
	INSURER D:			
	INSURER E:			
	INSURER F:			

COVERAGES

CERTIFICATE NUMBER: 5121094

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 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 Y	N/A	NXTJ34X9LH-00-WC	12/16/2021	12/16/2022	X PER STATUTE OTH-ER	E.L. EACH ACCIDENT \$1,000,000.00 E.L. DISEASE - EA EMPLOYEE \$1,000,000.00 E.L. DISEASE - POLICY LIMIT \$1,000,000.00

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

Proof of Insurance.

CERTIFICATE HOLDER
 VILLAAS PAINTING SERVICES LLC
 26 W Fillmore Ave
 Orlando, FL 32809
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

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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"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <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) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
	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 ▶		Date ▶ 5/17/2022
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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.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting*, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the instructions for Part II for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships*, earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or “doing business as” (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity’s name as shown on the entity’s tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a “disregarded entity.” See Regulations section 301.7701-2(c)(2)(iii). Enter the owner’s name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner’s name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity’s name on line 2, “Business name/disregarded entity name.” If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys’ fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a)
- 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a)

J—A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/Businesses and clicking on Employer Identification Number (EIN) under Starting a Business. Go to www.irs.gov/Forms to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983.

You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983.

You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions.

You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABLE accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor ²
5. a. The usual revocable savings trust (grantor is also trustee)	The grantor-trustee ¹
b. So-called trust account that is not a legal or valid trust under state law	The actual owner ¹
6. Sole proprietorship or disregarded entity owned by an individual	The owner ³
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity ⁴
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee

For this type of account:	Give name and EIN of:
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships*, earlier.

*Note: The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes.

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Visit www.irs.gov/IdentityTheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.



Celebration Residential Owners Association, Inc. (CROA)

**REQUEST FOR PROPOSAL FOR
PAINTING SERVICES
SPRING LAKE TOWNHOMES PHASE I and II**

RFP # PAINT-05042022



**Celebration Residential
Owners Association**

Issued by:

**CELEBRATION RESIDENTIAL OWNERS' ASSOCIATION, INC. (CROA)
BOARD OF DIRECTORS**

**Natalie Mower Community Manager
851 Celebration Avenue
Celebration, FL 34747
CELEBRATION.FL.US
407-566-1200**

**Date Issued: Wednesday May 4, 2022
Due Date: Wednesday May 18th, 2022**

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GENERAL TERMS & CONDITIONS

PROJECT DESCRIPTION

This request for proposal is for the painting of 16 Buildings consisting of 80 Spring Lake Townhomes (in the community of Celebration. 1371 to 1488- Resolute street- Highlighted in Red on the Map attached.

(The project consists of cleaning all surfaces, crack repairs, removing compromised caulk, caulking, and painting of the townhomes stucco and clapboards finishes, garages, balconies, and shutters.

(CROA reserves the right to award contracts for all work which requires a separate bid based upon the nature of the work and its anticipated costs.)

FORMS & SPECIFICATIONS

Submitters are required to use the official “PROPOSAL FORMS”, and all attachments itemized herein are to be submitted as a single document. Any variation from the minimum specifications must be clearly stated on the PROPOSAL FORMS.

HOW TO SUBMIT A PROPOSAL

One complete proposal form set (1 original) with all required documents as itemized and included herein are to be submitted in a sealed envelope, on the outside of which shall be prominently marked with the following identification: “RFP # PAINT-05042022” with the name and address of the submitter. The RFP should be neat, professional in appearance and bound appropriately for the document’s thickness. The original document shall have original signatures and clearly noted with *ORIGINAL* on the cover. All proposals must be hand delivered and/or mailed to CROA at 851 Celebration Ave, Celebration, FL 34747, by the date and time set forth herein. A copy must also be emailed to the CROA Representative Natalie.Mower@Grandmanors.com at. Please include the EXCEL unit pricing file.

CONTRACTOR RESPONSIBILITY

Submitters are fully and completely responsible for the labeling, identification, and delivery of their proposals. CROA will not be responsible for any mislabeled or misdirected submissions, nor those handled by delivery persons, couriers, or the U. S. Postal Service.

- Submissions shipped by express delivery, or in overnight or courier envelopes, boxes, or packages must be prominently marked on the outside of such envelopes, boxes, or packages with the sealed proposal identification.
- Proposals that are incomplete, unbalanced, conditional, obscure, or which contain additions not called for, alterations, or irregularities of any kind, or which do not comply with these documents may be rejected at the option of CROA.

PROPOSAL DOCUMENTS REQUIRED

The following documents and forms in the following arrangement must accompany each proposal or alternate proposal submitted:

- Bid Response Form.
- Disclosure of Subcontractors, Sub-Consultants and Suppliers and Statement of Subcontractor experience.
- Proposer Certification/Addenda Acknowledgement Form.
- General Terms and Conditions statement must be signed and returned with the proposal form.
- A sworn, notarized Statement of Contractor's Experience, Equipment and Personnel.
- W-9 and Certificate of Insurance for Contractor and all Subcontractors.
- All applicable licenses or certifications must be included. This can also include any additional certifications or education of the organization or of staff who will be performing the actual work.

INSURANCE REQUIREMENTS

A Certificate of Insurance will be furnished by the successful Contractor upon Notice of Award. The Certificate(s) shall be completed by the Contractor's authorized agent and submitted to CROA, with CROA a named additional insured. The successful Contractor shall not commence any work in connection with the Agreement until it has obtained all the following types of insurance and shall maintain such insurance as will protect him/her from claims which may arise out of or result from the vendor's operations under the terms and conditions of the RFP.

Contractor shall, throughout the performance of its Services pursuant to this Agreement, maintain:

- a. Occurrence basis comprehensive general liability insurance (including broad form contractual coverage) and automobile liability insurance, with minimum limits of \$1,000,000, respectively, combined single limit per occurrence, protecting it and Owner from claims for bodily injury (including death) and property damage which may arise from or in connection with the performance of Contractor's Services under this Agreement or from or out of any act or omission of Contractor, its officers, directors, agents, and employees; and
- b. Workers' compensation insurance as required by applicable law (or employer's liability insurance with respect to any employee not covered by workers' compensation) with minimum limits of One Hundred Thousand Dollars (\$100,000) per occurrence.

All such insurance required in Paragraph a. shall be in companies and on forms acceptable to Owner and shall provide that the coverage thereunder may not be reduced or canceled unless thirty (30) days prior written notice thereof is furnished to Owner. Certificates of insurance (and copies of all policies, if required by the Owner) shall be furnished to the Owner. In the event of any cancellation or reduction of coverage, the Contractor shall obtain substitute coverage as required under this Agreement, without any lapse of coverage

to Owner whatsoever.

Contractor shall defend (if requested by Owner), indemnify and hold Owner and its officers, directors, agents, employees and assigns harmless from and against any and all claims, demands, suits, judgments, losses, or expenses of any nature whatsoever (including attorneys' fees) arising directly or indirectly from or out of: any act or omission of Contractor, its officers, directors, agents or employees; any breach of Contractor's representations as set forth in this Agreement; or any other failure of Contractor to comply with the obligations on its part to be performed under this Agreement. The provisions of this paragraph shall survive the expiration or earlier termination of this Agreement.

CROA reserves the right to modify the insurance requirements set forth at any time during the process of solicitation or subsequent thereto.

EXAMINATION OF PROPOSAL DOCUMENTS

- Each Contractor shall carefully examine the Documents & Specifications and other applicable forms and inform himself/herself thoroughly regarding all conditions and requirements that may in any manner affect cost, progress or performance of the work to be performed under the Contract. Ignorance on the part of the Contractor will in no way relieve him/her of the obligations and responsibilities assumed under the Contract.
- Should a Contractor find discrepancies or ambiguities in, or omissions from the Specifications, or should he/she be in doubt as to their meaning, he/she shall at once notify the Operations Manager, in writing.

INTERPRETATIONS, CLARIFICATIONS AND ADDENDA

In case any Proposer fails to acknowledge receipt of such addenda or addendum, his/her proposal will nevertheless be construed as though it had been received and acknowledged and the submission of his/her Proposal will constitute acknowledgment of the receipt of same. All addenda are a part of the Proposal Documents, and each Proposer will be bound by such addenda, whether received by him/her. It is the responsibility of each Proposer to verify that he/she has received all addenda issued before Proposals are opened.

In the case of unit price items, the quantities of work to be done and materials to be furnished under this Proposal/Contract are to be considered as approximate only and are to be used solely for the comparison of Proposals received. CROA does not expressly or by implication represent that the actual quantities involved will correspond exactly therewith; nor shall the Proposer plead misunderstanding or deception because of such estimate or quantities of work performed or material furnished in accordance with the Specifications and other proposal documents, and it is understood that the quantities may be increased or diminished as provided herein without in any way invalidating any of the unit or lump sum prices proposal.

ALTERNATES

When certain items of equipment and/or materials are specified and/or described as the product of a particular manufacturer together with any required additional information such as model number, size or catalog number, only such specific items may be used in preparing the Proposal, except as hereinafter provided.

CHANGES / MODIFICATIONS

CROA reserves the right to order changes in the 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 unit 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.

GOVERNING LAWS AND REGULATIONS

The Proposer is required to be familiar with and shall be responsible for complying with CROA Policies and Procedures, CROA rules, all federal, state and local laws, ordinances, rules and professional standards or regulations that in any manner affect this solicitation, the selection process, protests, award of contract, contract management or any other activity associated with this solicitation and the subsequent work required of the successful Proposer.

CONTRACT NEGOTIATION

The Selection Committee shall rank all received proposals and provide the CROA Representative with the rankings and a recommended Contractor(s). If deemed prudent or necessary, the CROA Representative will be authorized to negotiate with the top ranked firm. The proposal signed by the successful Proposer along with documentation included in the proposal as required by this solicitation and other additional materials submitted by the Proposer and accepted by CROA shall be the basis for negotiation of a contract addressing the requirements of the solicitation. The resulting contract will be approved by CROA Board of Directors.

ADDITIONAL TERMS AND CONDITIONS

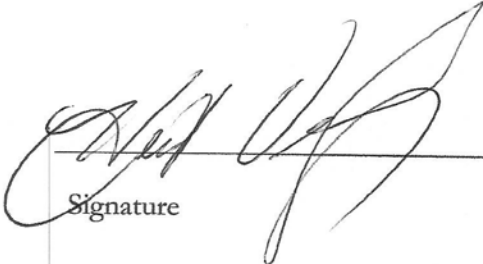
No additional terms and conditions included with the proposal response shall be evaluated or considered and any and all such additional terms and conditions shall have no force and effect and are inapplicable to this proposal. If submitted either purposefully through intent or design or inadvertently 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.

HERB VERNON

OP MGR.

Agent Name

Title



Signature

5/17/22

Date

EVALUATION PROCESS

PROPOSAL EVALUATION

This Request for Proposals includes following all the instructions and procedures in this document and sending the sealed proposal information to CROA by the due date and time. Proposals will be evaluated on the following criteria:

Criteria	Description
Completeness	Proposal is in accordance with the RFP instructions
Experience	Contractual and technical of similar size scope
Qualifications	Key personnel, labor commitment, training, and certifications
Equipment and Staff	Adequate to provide expected high level of service
References	Assessment of current project conditions with similar service
Cost	Associated with each line item is not over or under priced

CROA reserves the right to apply the evaluation criteria in any manner it deems necessary and to evaluate each firm separately or comparatively, using these criteria in any weight or importance as it sees fit. CROA also reserves the right to seek clarification from prospective firms on any issue in a response, 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 CROA' s best interest. Failure to submit the requested information or required documentation may result in the disqualification of the proposal response.

BID RESPONSE FORM

Company Name: CENTRAL PAINTING & WATERPROOFING Contact: HERB VERNON

Email: _herb@centralpw.com Phone: 561-727-9436

I HERB VERNON, on behalf of CENTRAL PAINTING & WATERPROOFING, LLC., submit the following bids as indicated below:

Please provide a separate bid price for the following items:

TOWNHOME PAINTING \$252,200.00
SHUTTER PAINTING, PER EACH \$15.00
(IN PLACE)

NOTE(S):

When completing your proposal, do not attach any forms which may contain terms and conditions that conflict with those listed in CROA's proposal documents. Inclusion of additional terms and conditions such as those which may be on your company's standard forms may result in your proposal being declared non-responsive.


All price information to be used in the RFP evaluation must be on this proposal form.

CROA reserves the right to adjust any quantity upward or downward as may be warranted or necessary.

"The undersigned, as Proposer, hereby declares that he/she has informed himself/herself fully regarding all conditions to the work to be done, and that he/she has examined the RFP and Specifications for the work and comments hereto attached. The Proposer agrees, if this proposal is accepted, to contract with CROA in the form of an Agreement, to furnish all necessary materials, equipment, machinery, tools, apparatus, means of transportation, labor, and service necessary to complete the work covered by the RFP and Contract Documents for this Project. The Proposer agrees to accept in full compensation for each item the prices named in the schedules incorporated herein.

Proposer agrees to supply the products or services at the prices proposed above in accordance with the terms, conditions and specifications contained in this RFP."

Executed by:

HERB VERNON	OP MGR		5/11/22
Agent Name	Title	Signature	Date

DISCLOSURE OF SUBCONTRACTORS AND SUPPLIERS

Name of Firm Submitting Proposal:

CENTRAL PAINTING & WATERPROOFING, LLC

(Print or Type)

Name of Person Submitting Proposal:

HERB VERNON

(Print or Type)

Name of Firm Submitting Proposal:

(Print or Type)

Name of Person Submitting Proposal:

(Print or Type)

Please list all Sub-contractors and Suppliers to be used in connection with performance of this contract. Attach additional sheets as necessary.

Name of Firm or Agency:	
Address: REGAL PAINTS 936 N ORANGE AVE ORLANDO, FL 32801	Telephone: 407-840-5067
Contact Name: BRENTON CURRY	Title: SALES REPRESENTATIVE

This document must be completed and returned with your Submittal



Celebration Residential Owners Association (CROA)

STATEMENT OF CONTRACTOR'S EXPERIENCE, EQUIPMENT AND PERSONNEL

(Contractor may also provide any supplemental company or personnel information that will assist CROA in evaluating your proposal such as a corporate organizational chart showing area of responsibility for personnel listed on this form).

CENTRAL PAINTING & WATERPROOFING. LLC

CONTRACTOR:

5/17/2022

DATE:

1. How many years has your organization been in business as a painting contractor under your present business name?

BUSINESS STARTED, January 2016

2. List all previous business names of your organization:

N/A

3. How many years' experience in painting services?

Prime Contractor: SINCE 2008

OPERATED AS BOTH PRIME AND SUBCONTRACTOR

Subcontractor: _____

4. List all officers and directors of your organization:

<u>Name</u>	<u>Position Held</u>
HERB VERNON	OPERATIONS MANAGER

MARZETTA VERNON	VICE PRESIDENT
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5. Have you ever failed to complete any work awarded to you in the last 3 years?

NEVER
Yes No

If yes, where and why?



Celebration Residential Owners Association (CROA)

This document must be completed and returned with your Submittal

EXPERIENCE

1. Describe any experience of the principal individuals (Foremen, Superintendents, etc.) who are responsible for the actual painting work of your organization?

DAVID ROMERO	SUPERVISOR	
Name	Position	

PAINTING, MASONRY, CARPENTRY	+ 20	SINCE 2016
Type of Work	Years' Experience	Years with Firm

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

Type of Work	Years' Experience	Years with Firm
--------------	-------------------	-----------------

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

Type of Work	Years' Experience	Years with Firm
--------------	-------------------	-----------------

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

Type of Work	Years' Experience	Years with Firm
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2. List/describe five (5) painting contracts/projects of similar size and scope that you currently have or have recently completed.



Celebration Residential Owners Association (CROA)

Project: THE GREENS

Location: ORLANDO, FL

Date: 2022

Contract Amount: EXCESS OF \$400,000.00

Contract Name, Phone Number, Fax Number:
DENISE MABAT, MGR. 321-356-3792

This document must be completed and returned with your Submittal

Project: CRANES ROOST

Location: ALTAMONTE SPRINGS, FL

Date: 2007

Contract Amount: +300,000.00

Contract Name, Phone Number, Fax Number:
Mr. JJ JOHNSON, HOA PRES. 321-274-5246

Project: BRANTLEY TERRACE

Location: ALTAMONTE SPRINGS, FL

Date :ON GOING

Contract Amount:+ 300,000.00

Contract Name, Phone Number, Fax Number:
MS. JAMIE BOWLING, MGR. 407-788-1600,51314

Project: OVERLOOKS AT PARKSIDE

Location: APOPKA, FL

Date:2019

Contract Amount: + 300,000.00

Contract Name, Phone Number, Fax Number:
MS. LEIGH QUINN, MGR. 407-788-6700, 51301

Project: BELLA TRAE,

Location: CHAMPIONS GATE

Date: 2019

Contract Amount: \$77,000.00

Contract Name, Phone Number, Fax Number:
MR. CRAIG CRENSHAW, MGR. 321-662-9691



Celebration Residential Owners Association (CROA)

This document must be completed and returned with your Submittal
CONTRACTOR'S AFFIDAVIT

State of Florida
County of Lake

Before me personally appeared, Herb Vernon who (title) is Operations Mgr. of Central Painting & Waterproofing, LLC, being duly sworn, deposes and say that the foregoing statements are a true and accurate statement of the position of said organization as of the date thereof, and, that the statements and answers to the foregoing experience questionnaire 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 of this application constitutes fraud; and, agrees to furnish any pertinent information requested by CROA deemed necessary to verify the statements made in this application or regarding the ability, standing and general reputation of the applicant.

Personally Produced Identification **V655-333-50-303-0**
Herb Vernon, Central Painting & Waterproofing, LLC.

Signature

Sworn to and subscribed before me this _____ day of _____, 2022

NOTARY PUBLIC – STATE of FLORIDA
(Signature of Notary Public)

(Print Name of Notary Public)

This document must be completed and returned with your Submittal



Exterior Re-Paint Recommendation
10 Year Warranty System

Project:
Spring Lake Townhomes
Celebration, FL 34747
109 units / 23 Buildings

Prepared By:
Brenton Curry – Sales Representative
Mobile: (407) 840-5067
Brenton@regalpaint.com

*Always read Product / Material Safety Data Sheets for additional information & clarification
before application of any product. This Recommendation is for this project only.*

Thank you for considering Regal Paint Centers for your upcoming project. We would be proud to be associated with this, and many future projects with you.

I'm pleased to submit to you this Exterior Re-Paint Recommendation for your consideration on this project. This system was designed using the criteria you expressed as well as my recommendations based on my site inspection.

This Recommendation is designed to overcome several existing challenges, including:

- A 100% acrylic sealer designed to penetrate and seal the surface to provide excellent surface adhesion and reduce the porosity of the masonry surfaces
- A 100% acrylic exterior finish system formulated to provide excellent durability for maximum protection of the buildings and offers superior hide and coverage.

The proposed materials will either meet or exceed the minimum service requirements when properly applied in accordance with the specifications and the manufacturer's instructions as detailed in Technical Data Bulletin sheets.

Please contact me with any questions you may have about this system. We look forward to earning your business on this project and developing a long-term relationship of service with you.

Sincerely,

Brenton Curry

Outside Sales Representative
Regal Paint Centers
Cell#: 407-840-5067
Em: Brenton@regalpaint.com



PURPOSE

We respectfully submit our Recommendations engineered to provide the lowest possible per square foot, per year, maintenance cost using the highest quality paints and coatings available today.

In order to accomplish this, many factors must be taken into consideration such as problem sources, environment, preparation procedures and specific paint systems. All of these must be related to film longevity, integrity and appearance.

The standard Recommendation is a must because it assures the owner of quality materials, compliance of guidelines set forth for individual substrates and each painter is bidding on an equal basis as far as materials are concerned. Thus, your contract price will only vary in direct proportion to a labor bid.

WARRANTY & INSPECTIONS

This specification has been written for the purpose of offering a **(10) ten year, non-prorated (material and labor), transferable warranty** on the repainting of the building exterior.

A Benjamin Moore & Co. Representative and/or Regal Paint Center representative will inspect the work in progress to help ensure proper preparation and application of all products to meet the requirements of Benjamin Moore's & Co. and CCC warranty programs. CCC refers to Complimentary Coatings Corp. A subsidiary of Benjamin Moore and Company which includes Coronado Paints and Insl-X branded products.

By definition of the Benjamin Moore & Company warranty, the Painting Contractor is limited to solely the following paint, patching and sealants. Any substitutions of specified products must have prior approval for use by the Benjamin Moore & Regal Paint Center Representative prior to project commencement. Substitution of any product without per-authorization will void the warranty.

Technical Data & MSDS sheets are available upon request.



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1.0 SCOPE OF WORK

TERMS AND CONDITIONS (unless this project is completed by property manager or owner)

A. EXTRAS & CHANGES

1. It is anticipated that the aforementioned work shall be inclusive and that there will not be extras or changes. The need for extra work and changes in the specifications will be the sole responsibility and determination of the Owner and will be submitted as a written work order to the Painting Contractor. No extra work will be done or changes made in the work as specified without a written work order from the Owner.

B. LICENSE AND PERMITS

1. The Painting Contractor shall include with your proposal a copy of any valid Occupational and Professional Licenses necessary to operate in the State of Florida, the County and the City where the project is located. Further the Painting Contractor is responsible for obtaining all necessary permits as required by the State of Florida, the County and the City where the project is located.

C. INSURANCE

1. The Painting Contractor will be required to furnish suitable insurance certificates covering liability and property damage, Worker's Compensation coverage and they shall be kept in force during the course of the work. The Painting Contractor shall hold the Owner(s) harmless from all liens or damages arising from or caused by the work. Please include documentation of all such coverage or show the ability to obtain such coverage.

D. SAFETY RELATED PRECAUTIONS

1. It is the Painting Contractor's responsibility to read and follow all label and technical data directions and information and all safety requirements from the Manufacturer of the products being used.
2. The Painting Contractor will be responsible for roping off and erecting signs in areas where any painting is occurring.
3. The Painting Contractor shall be responsible for all aspects of safety administration on the job and must be in compliance with all OSHA safety regulations.



2.0 GENERAL ITEMS

A. QUALITY ASSURANCE

1. The Painting Contractor shall furnish all labor, materials, tools, and equipment necessary for the cleaning, preparation, sealing and painting of all specified surfaces.
2. All work is to be done in a workmanlike manner by skilled workers and carried out in such a way as to minimize any inconvenience to the occupants. The Painting Contractor shall maintain a full work force from the start to the completion of work and shall leave a qualified foreman on the job at all times. The skilled workers will be thoroughly trained and experienced in their necessary trade and will be completely familiar with the specification requirements and methods for proper performance of the work in this Specification.
3. The Painting Contractor once having started the job will continuously and expeditiously proceed with its vigorous prosecution until completion.
4. All materials shall be applied free from runs, sags, wrinkles, streaks, shiners and brush marks.
5. All materials shall be applied uniformly.
6. The Painting Contractor shall be responsible for and use utmost care in the protection of the occupant and common property including all balconies, windows, walkways, shrubbery, parked vehicles and any other property in the area from paint and/or any other damage.
7. The Painting Contractor shall be solely responsible for the rectification of any such damage, the cleanup involved from work outlined in this specification, and their employees during the performance of their labor. Payment to the Painting Contractor will be withheld until settlement is reported.

B. LIASION

1. The Owner's Representative and the Painting Contractor shall transmit all information pertaining to the job and shall not permit unauthorized interference from residents of the owners Property or from the Painting Contractor's employees.



C. INSPECTION

1. In order to avoid any dispute over existing damage it is suggested that before the commencement of any work that the Painting Contractor along with the Owner or the Owner's Representative together walk the project and make a list of all existing damage.
2. The Painting Contractor shall schedule all required tests, approvals and inspections at appropriate times so as not to delay the progress of the work. The Painting Contractor shall bear all expenses associated with tests, inspections and approvals required which, unless otherwise agreed to, shall be conducted by an independent testing laboratory or entity approved by the Contractor and Owner. Inspections conducted the Benjamin Moore & Company representative does not dismiss the Painting Contractor of responsibility for the prescribed preparation and application of specified products.
3. The Painting Contractor is required to correct in a timely fashion any work reasonably rejected by the Benjamin Moore Representative or owner for failing to comply with the Specification Documents whether observed prior to the commencement of the warranty period or during the warranty period. Benjamin Moore & Company accepts no responsibility for any increase in cost due to the any unforeseen or undiscovered condition that may arise.

D. RELEASE OF LIEN AND WARRANTY CERTIFICATE

1. All debt owed to all suppliers selling any materials for said project must be paid in full and the Painting Contractor must furnish a Final Release of Lien from all suppliers that have filed Notice to Owners against any and all properties covered in these Specifications.
2. After above criteria has been met the warranty will be issued and final payment to the Painting Contractor will be made.

E. BENJAMIN MOORE & COMPANY LIMITED WARRANTY

1. The 10 (**ten year**) exterior only warranty will apply only on the condition that the procedures stated and required in the Benjamin Moore & Company Warranty are followed.
2. In order to control and properly document the required material usage, all materials must be purchased from a Regal Paint Centers.



3.0 PRODUCTS

A. MATERIALS

1. Bids are to be based solely on coatings manufactured by the Benjamin Moore & Company, except as otherwise noted or specified.
2. Colors are to be those as approved by the Owner(s). A duplicate color chip schedule will be supplied to the Painting Contractor.
3. Colors will be selected from the Benjamin Moore Color System, unless otherwise specified.
4. Color schedules shall be furnished to the painting contractor at the earliest possible time and/or prior to the application of prime coats.
5. Pigmented prime coats may be tinted to approximate shade of the final coat; some contrast is required.
6. All paint and coatings must be delivered to the job site in the manufacturer's original sealed containers.
7. The Owner reserves the right to take a representative sample of any materials the Painting Contractor brings on the job and have it tested by an approved laboratory to verify the materials conform to the specification set forth herein.
8. Due to different conditions of surfaces being painted the Painting Contractor must assume responsibility for coverage of paint. One coat coverage cannot be guaranteed due to different absorption rates of the surfaces painted. Test patches should be completed prior to beginning of work to assure satisfactory coverage of material.
9. Color differences due to different batches are inherent in the paint industry. The Painting Contractor should try to order as much of any custom mixed color at one time ready made from the factory or the paint store in order to avoid "batch color differences". As this might not be feasible in all circumstances, if smaller batches do need to be taken for whatever reason, the Painting Contractor should retain an amount needed from a particular batch to touch up those areas painted in that batch of paint to help avoid "touch up" problems.
10. If any reduction of the coating's viscosity is necessary, it shall be done in accordance with manufacturer's label directions.



4.0 EXECUTION

A. ACCESS

1. The Owner agrees to and shall be responsible for the trimming and/or removal of all foliage clinging to or otherwise obstructing the building and permit adequate access to the areas to be painted.
2. The Owner agrees to notify all occupants of the property to remove any personal items and vehicles as necessary to permit the Painting Contractor to proceed without delay.
3. The Painting Contractor must give prior notice to commencement of work in their area in order to have all crafts or objects removed from any area that will hinder the progress of the work in any way. Parked vehicles are also to be moved from the area described.
4. The Painting Contractor must be allowed easy access to all locked areas that have been included to be painted.

B. STAGING AREA

1. The Painting Contractor is to submit their requirements for a staging area (shop and storage areas) and parking area for their employees and the owner will make every effort to provide a suitable area. At the end of each working day, all equipment, ladders, paint, supplies, vehicles, etc. must be returned to the staging area and the working area must be left clean. Protection of this area is the sole responsibility of the painting contractor and shall be left in a clean, safe and acceptable manner.

C. REMOVAL

1. Upon completion of an area, it shall be left in a clean and orderly condition and all paint splatters contaminated rags and trash shall be removed.
2. The paint contractor shall be responsible for the proper disposal of any hazardous waste generated during the course of work.
3. Upon completion of the job, the Painting Contractor must remove all surplus materials, scaffolds etc., from the premises that relate to their trade. The Painting Contractor shall clean all window glass free of excess paint and splatters and remove paint that has been misplaced on any other surfaces.



D. PREPARATION OF THE SURFACES

1. The Painting Contractor shall be wholly responsible for the quality of their work and is not to commence any part of it until all surfaces are in proper condition.
2. All surfaces are to be clean of mildew, chalk, peeling paint and other residues. If, for any reason, the surface cannot be cleaned this condition must be promptly reported to the Owner or the Painting Contractor will assume responsibility for the condition.
3. If the Painting Contractor considers any surface unsuitable for proper finishing, they are to notify the Owners of this fact in writing. The Painting Contractor is not to apply material until corrective measures have been taken or the Owners have instructed them to proceed under the current conditions.
4. Occasionally the Painting Contractor's cleaning technique develops or reveals an unforeseen condition that requires additional labor and materials. The Painting Contractor must either negotiate their contract or assume the responsibility for properly correcting the condition.
5. The prime coat shall be applied soon after surface preparation has been completed, so as to prevent contamination of the substrate.

E. MOLD AND MILDEW REMOVAL

1. If any mold or mildew is apparent the Painting Contractor must provide a sanitized surface free of mold and mildew spores prior to applying any coating to **any** surface. Should there be a question of chlorinating any surface the inspector's decision will be final.
2. **NOTE: USE RUBBER GLOVES, PROTECTIVE GOGGLES AND PROTECTIVE CLOTHING.** Using a garden type of pressure pot and spray wand, saturate the surface with a diluted solution of chlorine or bleach consisting of one volume of bleach or chlorine to three times volumes of water. To be effective this solution must remain wet on surface for a period of 15 minutes. As some solutions of chlorine and bleach are already diluted tests should be done to verify that the above-recommended solution will be strong enough to remove any mold and mildew present. If not the solution should be increased or decreased as to properly remove all mold and mildew.
3. The solution must then be washed off with clean water. A water pressure cleaner can be used. If washing off wood surfaces or roofs care must be taken not to damage the surface or create leaks especially on roofs and windows.
4. Repeat as necessary where needed. Sometimes the staining caused by mold and mildew contamination cannot be removed even after multiple applications of the removal solution. These surfaces if needed can be coated with a stain killing type of primer sealer such as our Benjamin Moore's Fresh Start Acrylic Primer 046 series to prevent bleed through. This primer must be applied after the primers that are specified below for each type of surface.



5. The possibility of plant damage must be considered. If the mold and mildew removing solution run-off cannot be controlled or directed from vegetation, then it must be diluted with enough fresh water to render it harmless or another method of mold and mildew removal must be utilized.

F. DELAMINATING COATINGS

1. Surfaces to be painted shall be made free of loose and delaminating coatings by the Paint Contractor. Delaminating that occurs as a result of insufficient preparation will be the sole responsibility of the Painting Contractor.
2. Expansion joints must have all peeling paint removed with power washing or hand scraping.
3. Prime or seal surface with the specified materials
4. Taper edges of remaining coatings to a smooth transition between levels using the specified patching materials.
5. Prime patching material with the specified material.
6. Surfaces that cannot be properly prepared without damage to the surface shall be brought to the attention of the Owner or their agent immediately upon discovery. These surfaces will be noted and withheld from the warrantee areas.

G. EXTERIOR SUBSTRATE PREPARATION

Approximately 90% of all paint failures can be directly attributed to improper surface preparation. Strictly following all surface preparation instructions on all surfaces is essential to achieve maximum benefits of the coatings to be used. Although inspections are conducted on a regular basis, it is the painting contractor's ultimate responsibility to assure that all surface to be painted are properly and completely prepared prior to application of any and all coatings.

1. SUBSTRATES

A. Preparation

1. Any mold and mildew must be removed as described in the section titled MOLD AND MILDEW REMOVAL.

B. Cleaning

1. Pressure clean all cementitious/masonry surfaces with pressure washing equipment of no more than 2,500 P.S.I. being sufficient enough to remove as much existing deteriorating coating as possible. It is recommended to use a Fan nozzle on the pressure cleaner to facilitate cleaning of the surface without damaging the substrate. All stucco surfaces must be free of dirt, grease, oil and chalk. All surfaces are to dry thoroughly. If necessary, repeat procedure.



C. Surface Sealer

1. After proper surface preparation, prime the entire exterior surface with one coat of the Benjamin Moore recommended masonry conditioner according to the manufacturer's label instructions.
2. Certain colors may require a pigmented sealer.
3. Contractor is responsible for testing sealer coverage. The Painting Contractor may choose to use a pigmented or clear sealer.

E. Finish Coats

1. After all cracks and patches repairs have fully cured, apply recommended Benjamin Moore & Co./CCC products at a rate of application as stated on the label directions and to achieve uniformity of sheen and opacity of color.

NOTE: Due to the texture and porosity of the substrates to be coated if spray application is used it is necessary to back roll / brush immediately in order to work material into the porous surfaces.

H. CRACKS & GAPS

A. Caulking (TowerTech 2)

1. All failed caulking will be removed and replaced.
2. Caulking will only be applied in vertical joints. This is a standard construction practice to keep water or moisture from being trapped. Sealed water or moisture can cause mold and deterioration of the structure.
3. Large gaps under ½ inch will be filled with backer rod and top coated with caulking. Gaps larger than ½ inch will be filled by contractors discretion.
4. Caulking to use
-TowerTech 2 Acrylic Urethane/ white / Lifetime durability. Clean up with with water.



5.0 EXTERIOR BODY



NOTE : GUTTERS AND DOWNSPOUTS ARE EXCLUDED

	<u>*THEO. SPREAD RATE</u>	<u>THEO. WET FILM THICKNESS</u>	<u>**THEO. DRY FILM THICKNESS</u>
5.1 PREP-Pressure wash. Hairline cracks / minor gaps will be filled with caulking. Remove any failing coatings. (please refer to section H pg 12)	N/A	N/A	N/A
5.2 PRIME COAT – Benjamin Moore # N608 Ultra Spec 100% Acrylic Clear Sealer	200-400	5.3	1.0
5.3 FINISH COAT – BM Coronado #410 Cryli Cote 100% Acrylic Satin	350-450	4.0	1.6
TOTAL SYSTEM DRY FILM THICKNESS :			2.6 MILS

*ALLOW FOR APPLICATION, SURFACE TEXTURE AND POROSITY LOSSES.

**FILM BUILD NOT PERTINENT.

6.0 EXTERIOR CEILING/ TRIM & SOFFIT



NOTE : GUTTERS AND DOWNSPOUTS ARE EXCLUDED

		<u>*THEO. SPREAD RATE</u>	<u>THEO. WET FILM THICKNESS</u>	<u>**THEO. DRY FILM THICKNESS</u>
6.1	PREP: Pressure wash and clean.	N/A	N/A	N/A
6.2	PRIME: Advance Rust Destroyer <u>ONLY RUSTED NAIL HEADS</u> / REMOVE EXISTING COATING ON NAIL HEAD AND PRIME OVER.	200-300	4.0	3.0
6.3	PRIME COAT – Benjamin Moore # N608 Ultra Spec 100% Acrylic Clear Sealer	200-400	5.3	1.0
6.4	FINISH COAT – BM Coronado #410 Cryli Cote 100% Acrylic Satin	350-450	4.0	1.6
TOTAL SYSTEM DRY FILM THICKNESS :				2.6-5.6 MILS

*ALLOW FOR APPLICATION, SURFACE TEXTURE AND POROSITY LOSSES.

**FILM BUILD NOT PERTINENT.

7.0 EXTERIOR DOORS



		<u>*THEO. SPREAD RATE</u>	<u>THEO. WET FILM THICKNESS</u>	<u>**THEO. DRY FILM THICKNESS</u>
7.1	PREP: Wash and clean.	N/A	N/A	N/A
7.2	PRIME COAT – Benjamin Moore # N608 Ultra Spec 100% Acrylic Clear Sealer	200-400	5.3	1.0
7.3	FINISH COAT – BM Coronado #410 Cryli Cote 100% Acrylic Satin	350-450	4.0	1.6

TOTAL SYSTEM DRY FILM THICKNESS :

2.6 MILS

*ALLOW FOR APPLICATION, SURFACE TEXTURE AND POROSITY LOSSES.

**FILM BUILD NOT PERTINENT.

8.0 PREVIOUSLY PAINTED FLOORS



		*THEO. SPREAD RATE	**THEO. DRY FILM THICKNESS
8.1	PREP-Pressure wash and clean Remove all failed coatings	N/A	N/A
8.2	FINISH COAT- Gator Grip 289 Commercial Duty Floor enamel	200-300	2.5-3.5
TOTAL SYSTEM DRY FILM THICKNESS :			2.5-3.5 MILS

*ALLOW FOR APPLICATION, SURFACE TEXTURE AND POROSITY LOSSES.

**FILM BUILD NOT PERTINENT.

9.0 SHUTTERS AND GARAGE DOORS



		<u>*THEO. SPREAD RATE</u>	<u>THEO. WET FILM THICKNESS</u>	<u>**THEO. DRY FILM THICKNESS</u>
9.1	PREP- Pressure wash and clean	N/A	N/A	N/A
9.2	PRIME COAT – Benjamin Moore # N608 Ultra Spec 100% Acrylic Clear Sealer	200-400	5.3	1.0
9.3	FINISH COAT – BM Coronado #410 Cryli Cote 100% Acrylic Satin	350-450	4.0	1.6
TOTAL SYSTEM DRY FILM THICKNESS :				2.6 MILS

*ALLOW FOR APPLICATION, SURFACE TEXTURE AND POROSITY LOSSES.

**FILM BUILD NOT PERTINENT.

10. PERIMETER WALL



		<u>*THEO. SPREAD RATE</u>	<u>THEO. WET FILM THICKNESS</u>	<u>**THEO. DRY FILM THICKNESS</u>
10.1	PREP- Pressure wash and clean	N/A	N/A	N/A
10.2	PRIME COAT – Benjamin Moore # N608 Ultra Spec 100% Acrylic Clear Sealer	200-400	5.3	1.0
10.3	FINISH COAT – BM Coronado #410 Cryli Cote 100% Acrylic Satin	350-450	4.0	1.6
TOTAL SYSTEM DRY FILM THICKNESS :				2.6 MILS

*ALLOW FOR APPLICATION, SURFACE TEXTURE AND POROSITY LOSSES.

**FILM BUILD NOT PERTINENT.

11.0 PERIMETER GATE DOORS



		<u>*THEO. SPREAD RATE</u>	<u>THEO. WET FILM THICKNESS</u>	<u>**THEO. DRY FILM THICKNESS</u>
11.1	PREP- Pressure wash and clean	N/A	N/A	N/A
11.2	PRIME COAT – Corotech V175 WB Bonding Primer	300-400	5.3	2.0
11.3	FINISH COAT – BM Coronado #90-32 Rust Scat DTM Semi-gloss	350-450	4.6	1.7
TOTAL SYSTEM DRY FILM THICKNESS :				3.7 MILS

*ALLOW FOR APPLICATION, SURFACE TEXTURE AND POROSITY LOSSES.

**FILM BUILD NOT PERTINENT.

12. EXCLUSIONS

1. PVC Fencing
2. Security cameras
3. Railing
4. Mailboxes
5. Window/ window frames
6. Signage
7. Door hardware
8. Light poles
9. A/C equipment
10. Water spigots
11. All non-previously paint floors
12. Light fixtures
13. Brick top caps on perimeter wall
14. Gutters
15. Downspouts



**Benjamin Moore & Co.
JOB INSPECTION REPORT**

REPORT _____

DATE: _____

PROJECT NAME: _____

Benjamin Moore Representative: _____

_____ has inspected the preparation/application procedures at the above project.

PROCEDURE INSPECTED:

_____ Pressure Washing

_____ Fungiciding

_____ Caulking

_____ Sanding / Wire Brushing, etc.

_____ First Coat

_____ Second Coat

_____ Third Coat

_____ Other

Areas inspected: _____ Are Approved _____ Are Not Approved

Reason if NOT approved:

INSPECTION NOTES:



****SAMPLE****

BENJAMIN MOORE & CO.

TEN (10) YEAR MATERIAL AND LABOR WARRANTY, NON-PRORATED

WHAT THIS WARRANTY COVERS

Benjamin Moore & Co. warrants to the purchaser that Benjamin Moore's **ULTRA SPEC / CRYLI COTE EXT Paint** is manufactured without defects. When these products are properly applied, following the label directions, the paint film will be free from peeling, blistering, cracking or other deterioration caused by defects in materials.. This warranty will apply solely to painting of masonry surfaces. This warranty may be transferred to any subsequent owner of the building to which the warranted products have been applied.

WHAT THIS WARRANTY DOES NOT COVER

This limited warranty extends only to defects in the material. The warranty shall not extend to any peeling, mildew, blistering, cracking or other deterioration of the paint film caused by: (1) Failure or defects in the structure or previous coating, (2) Vandalism, (3) Acts of God, (4) Abuse or negligence by the purchaser, or (5) Causes other than defects in the material. While the most durable and fade resistant color pigments are used in the manufacture of these Benjamin Moore & Co. products, experience has proven, particularly in coastal areas, fading and chalking do occur with all paint products. Within normal limits, this is not considered a paint failure.

PERIOD OF COVERAGE

This warranty covers the purchaser of these products for a period of **TEN (10) YEAR**. The **TEN (10) YEAR** period shall begin on the date of completion of the work and certification of inspection and approval signed by the Benjamin Moore & Co. Sales Representative, Benjamin Moore & Co. Dealer, and the Painting Contractor.

PROCEDURE TO OBTAIN WARRANTY PROTECTION

The **TEN (10) YEAR** limited warranty will apply only on condition that the following procedures have been followed:

- A. The surface(s) to be painted must be inspected by a Benjamin Moore & Co. Sales Representative who will prepare a written specification for the necessary surface preparation steps and the coating system to be applied to each surface involved. These specifications must be followed when applying the coating.
- B. The Benjamin Moore Sales Representative shall make additional inspections for each of the following steps, and when approved, shall certify, in writing, their acceptance:
 1. The surface(s) to be coated has been properly prepared according to specifications and is in satisfactory condition for application of the specified coatings.
 2. Surface cleaning by power washing, sandblasting, or other methods has been completed.
 3. If patching or caulking compounds are required, the specified product must be used following label directions to obtain warranty coverage.
 4. If a primer is necessary, the surface(s) has been primed following the label directions with the specified Benjamin Moore & Co. primer and is ready for the finish coat.
 5. The surface(s) has been finish coated with the specified Benjamin Moore & Co. product following the label directions thereon.
- C. A written inspection certificate shall be submitted to the purchaser by the Benjamin Moore & Co. Sales Representative and Painting Contractor certifying that they inspected and approved each of the above steps.

WITHOUT THIS CERTIFICATION, THIS WARRANTY IS NULL AND VOID.

WHAT BENJAMIN MOORE & CO. WILL DO TO CORRECT PROBLEMS

In the event the specified products fail to conform to this Limited Warranty, the owner's remedy, under this warranty is Benjamin Moore & Co.'s exclusive liability, and will repair the defect including labor and material. Defects repaired do not extend the warranty period beyond the original term.

WHERE TO OBTAIN WARRANTY SERVICE

Purchaser should contact the nearest Benjamin Moore & Co. plant or office to obtain necessary information on warranty service.

HOW STATE LAW APPLIES

This warranty gives you specific legal rights, and you may also have other rights which vary from state to state.



Action Item F4

Motion Subject:	CROA – Park Landscape Improvements – Heritage Hall
Background:	<p>This Park is not up to Celebration Standards. Previous Landscaping company did not maintain the park to standards. There is a large amount of work to be done at this location. There are drainage issues, the ground is not leveled etc. There are major Irrigation issues that are needing to be addressed so the sod and plants can live.</p> <p>Pruning (40) Oaks for elevation, dead wood 1" and above, minor thinning and elevation approximately 15'.</p> <p>Pruning and cleaning Palms within the park area. Removal of dead or failing plant material and crape myrtles.</p> <p>Removal of overburden and mulch build up in all beds. Remove viburnums surrounding the pool fence. Creation of (2) shade area beds.</p> <p>Grind roots in Bermuda turf area. Removal of St Augustine in sitting area, lower grade to avoid flooding the side porch and replace with Zoysia. Preparation of new plant material. Removal of mulch build up and prep for Pine Straw.</p> <p>Hauling and Dump fees included up to not to exceed the estimate 120 cubic yards of debris.</p> <p>Flush bag site drainage basins to ensure flow to outlet. Purchase and install (20) 15 gallon Viburnum Susp, (56) 3 gallon Crown Grass, (820) 1 gallon Liriope, (232) 3 gallon Xanadu, (17) 3 gallon Black Magic (56) 1 gallon Lantana, Penta or similar accent, (48) 3 gallon shell ginger, (18) 15 gallon Viburnum Od, (40) 3 gallon Trinette, (18) 3 gallon Apostle Iris, (5) 45 gallon Crape Myrtle Trees, (8) 3 gallon Barbara Karst Boug shrub, (74) 15 gallon Podocarpus for pool fence, (50) 3 gallon Pringles, (24) 3 gallon Hummingbird, Bush Daisy or similar, (250) Bales of Pine Straw.</p> <p>(8) Valve boxes with covers to replace the damaged. (21,600) SF of Celebration Blend in large rolls.</p> <p>This does not include all the field. Areas left will be aerated and top dress with Sports Field Sand once new turf begins to root. Irrigation adjustments approximately 1 day of labor for Irrigation Technician including parts</p>
Funding Source:	CROA Replacement Reserve
Budgeted Amount:	1.060 Landscape Improvements, Partial replacements
Bids Received:	Nu- Leaf \$99,887.00
Rationale:	Management recommends Nu- Leaf due to proposal quality of workmanship. Currently Nu- Leaf services our service areas and is very familiar with this park and will continue to maintain it to community standards.

Action Item F4

Management Recommendation:	Management recommends approval of Nu- Leaf to re-sod the area and make landscaping upgrades in the amount of \$99,887.00
Motion on Agenda:	Motion to approve Landscaping upgrades for Heritage Hall Park by Nu-Leaf Landscaping in the amount of \$99,887.00– CROA Replacement Reserve Funds.



PO Box 470063
 Celebration, FL 34747
 407-566-0921
 billing@nu-leaf.com
 www.nu-leaf.com

Estimate 2133

ADDRESS	SHIP TO	DATE	TOTAL
Celebration Resident Owners Association P.O. Box 803555 Dallas, TX 75380-3555	Celebration Resident Owners Association 851 Celebration Avenue Celebration, FL 34747	05/31/2022	\$99,887.00

SERVICE AREA
 Heritage Hall

DATE	ACTIVITY	DESCRIPTION	AMOUNT
	Landscaping	<p>Landscaping Service Pruning (40) Oaks for elevation, dead wood 1" and above, minor thinning and elevation approximately 15'. Pruning and cleaning Palms within the park area.</p> <p>Removal of dead or failing plant material and crape myrtles. Removal of overburden and mulch build up in all beds. Remove viburnums surrounding the pool fence. Creation of (2) shade area beds. Grind roots in Bermuda turf area. Removal of St Augustine in sitting area, lower grade to avoid flooding the side porch and replace with Zoysia. Preparation of new plant material. Removal of mulch build up and prep for Pine Straw. Hauling and Dump fees included up to not to exceed the estimate 120 cubic yards of debris. Flush bag site drainage basins to ensure flow to outlet.</p> <p>Purchase and install (20) 15 gallon Viburnum Susp, (56) 3 gallon Crown Grass, (820) 1 gallon Liriope, (232) 3 gallon Xanadu, (17) 3 gallon Black Magic (56) 1 gallon Lantana, Penta or similar accent, (48) 3 gallon shell ginger, (18) 15 gallon Viburnum Od, (40) 3 gallon Trinette, (18) 3 gallon Apostle Iris, (5) 45 gallon Crape Myrtle Trees, (8) 3 gallon Barbara Karst Boug shrub, (74) 15 gallon Podocarpus for pool fence, (50) 3 gallon Pringles, (24) 3 gallon Hummingbird, Bush Daisy or similar, (250) Bales of Pine Straw.</p> <p>(8) Valve boxes with covers to replace the damaged.</p> <p>(21,600) SF of Celebration Blend in large rolls. This does not include all of the field. Areas left will be aerated and topdress with Sports Field Sand once new turf begins to root.</p> <p>Irrigation adjustments approximately 1 day of labor for Irrigation Technician including parts., 1 @ \$99,887.00</p>	99,887.00

TOTAL

\$99,887.00

THANK YOU.

Accepted By

Accepted Date

Action Item F5

Motion Subject:	CROA – Park Landscape Improvements – Spring Park Field
Background:	<p>This Park is not up to Celebration Standards. The field is utilized almost 16 hours a day by the community and currently there is severe drainage issues that are needing to be addressed.</p> <p>Pruning (12) Oaks for elevation, dead wood 1" and above, minor thinning and elevation 10 approximately 15'. Removal of failing Juniper trees which are planted in from of rotors. Removal of fern in the same bed. Preparation for Crown Grass and Xanadu field side of sidewalk to pool area. Removal of mulch build up and prep for Pine Straw. Hauling and Dump fees included. Purchase and install (30) 3-gallon Xanadu, (30) 3-gallon Kimberly Queen or similar, (36) 3-gallon Crown Grass, (40) Bales of Pine Straw.</p> <p>Flush existing drain basin to make sure outlet is clear. Create drainage swale approximately 84 lineal feet from Pool area overhang to basin. French drain installed along bottom of swale if positive slope can be accomplished. If Slope does not allow this, a ditch bottom inlet will be installed with Dual Wall ADS to outlet (28,800) SF of Celebration Blend in large rolls.</p> <p>This does not include all the field. Areas left will be aerated and top dress with Sports Field Sand once new turf begins to root. Irrigation adjustments including relocation of 6 rotors. Approximately 2 days of labor for Irrigation Technician including parts.</p>
Funding Source:	CROA Replacement Reserve
Budgeted Amount:	1.060 Landscape Improvements, Partial replacements
Bids Received:	Nu- Leaf \$57,425.00
Rationale:	Management recommends Nu- Leaf due to proposal quality of workmanship. Currently Nu- Leaf services our service areas and is very familiar with this park and will continue to maintain it to community standards.
Management Recommendation:	Management recommends approval of Nu- Leaf to re-sod the area and make landscaping upgrades in the amount of \$57,425.00
Motion on Agenda:	Motion to approve Landscaping upgrades for Spring Park Field by Nu-Leaf Landscaping in the amount of \$57,425.00 CROA Replacement Reserve Funds.



PO Box 470063
 Celebration, FL 34747
 407-566-0921
 billing@nu-leaf.com
 www.nu-leaf.com

Estimate 2132

ADDRESS	SHIP TO	DATE	TOTAL
Celebration Resident Owners Association P.O. Box 803555 Dallas, TX 75380-3555	Celebration Resident Owners Association 851 Celebration Avenue Celebration, FL 34747	05/31/2022	\$57,425.00

SERVICE AREA

Spring Park Sports Field

DATE	ACTIVITY	DESCRIPTION	AMOUNT
	Landscaping	<p>Landscaping Service Pruning (12) Oaks for elevation, dead wood 1" and above, minor thinning and elevation 10 approximately 15'.</p> <p>Removal of failing Juniper trees which are planted in from of rotors. Removal of fern in the same bed. Preparation for Crown Grass and Xanadu field side of sidewalk to pool area. Removal of mulch build up and prep for Pine Straw. Hauling and Dump fees included.</p> <p>Purchase and install (30) 3 gallon Xanadu, (30) 3 gallon Kimberly Queen or similar, (36) 3 gallon Crown Grass, (40) Bales of Pine Straw.</p> <p>Flush existing drain basin to make sure outlet is clear. Create drainage swale approximately 84 lineal feet from Pool area overhang to basin. French drain installed along bottom of swale if positive slope can be accomplished. If Slope does not allow this, a ditch bottom inlet will be installed with Dual Wall ADS to outlet</p> <p>(28,800) SF of Celebration Blend in large rolls. This does not include all of the field. Areas left will be aerated and topdress with Sports Field Sand once new turf begins to root.</p> <p>Irrigation adjustments including relocation of 6 rotors. Approximately 2 days of labor for Irrigation Technician including parts., 1 @ \$57,425.00</p>	57,425.00

TOTAL **\$57,425.00**

THANK YOU.

CELEBRATION K- 8 SCHOOL FACILITIES USE AGREEMENT

This SCHOOL FACILITIES USE AGREEMENT ("Agreement") is made and entered into as of this __ day of, _____ 2022, by and between THE SCHOOL BOARD OF OSCEOLA COUNTY, FLORIDA, a public body corporate organized and existing under the laws and Constitution of the State of Florida, with its office at 817 Bill Beck Boulevard , Kissimmee, Florida 34744, hereinafter called "SCHOOL BOARD," and CELEBRATION RESIDENTIAL OWNER'S ASSOCIATION, INC., a not for profit corporation organized and existing under the laws of the State of Florida, with its office at 851 Celebration Avenue, Celebration, Florida 34747, hereinafter called "CROA."

WHEREAS, the SCHOOL BOARD and CROA were parties to the School Facility Use Agreement dated July 22, 2003 (the "2003 Agreement"); and

WHEREAS, the SCHOOL BOARD and CROA reinstated and extended the 2003 Agreement until May 31, 2007; and

WHEREAS, the SCHOOL BOARD and CROA again reinstated and extended the 2007 Amended and Restated Agreement until December 31, 2017, and

WHEREAS, the SCHOOL BOARD and CROA again reinstated, amended and restated the 2003 Agreement until June 30, 2022; and

WHEREAS, CROA terminated the 2003 Agreement effective June 30, 2022; and

WHEREAS, the SCHOOL BOARD and CROA desire to enter into a new agreement pursuant to the terms below.

WITNESSETH:

In consideration of the mutual promises herein contained, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the SCHOOL BOARD and CROA hereby covenant and agree to and with each other as follows:

I.

The recitals in the WHEREAS clauses are incorporated by reference and made a part of this Agreement.

II.

A. CROA LICENSE TO USE SCHOOL PREMISES

1. The SCHOOL BOARD hereby grants to CROA a non-exclusive license to

occupy and use, subject to all the terms and conditions herein contained, certain real property as shown on Exhibit A attached hereto and incorporated herein by reference (the Premises"). The Premises comprises a portion of the Celebration K-8 School campus and more particularly consists of the recreational facilities identified on **Exhibit A**, which contains two baseball fields and the practice grass field.

2. The Premises may be occupied and used by CROA for the promotion and support of its sports activities, programs and events during the term of this Agreement, which term shall begin on July 1, 2022, and shall continue until June 30, 2024 or until such earlier time as this Agreement is terminated in the manner specified in Section G below.

B. CROA MAINTENANCE

1. In exchange for their use, CROA shall maintain baseball and the practice grass fields identified in Exhibit A in their current condition. Maintenance includes mowing, trimming, and edging, maintaining the mounds, base paths, infield, home plate, bullpen areas, field lighting, backstops, dugouts, fencing, coaches' boxes, poles, track, protective screens, and field signs, if any. Maintenance shall also incorporate repairs as necessary to the irrigation system.

2. The CROA Executive Director and Celebration K-8 Principal (Principal), in conjunction with the Facilities and Maintenance Departments of the School District, shall establish a maintenance schedule of the facilities identified in Exhibit A. All facility maintenance shall be scheduled in advance and approved by the Principal.

3. CROA shall provide all labor, materials and services necessary to maintain the fields identified in Exhibit A in their current condition at no cost to the SCHOOL BOARD. In the SCHOOL BOARD's discretion, the SCHOOL BOARD may provide such labor, materials and services at CROA's expense, provided that the expenses are approved by CROA in advance of any agreement to proceed with work by the SCHOOL BOARD.

C. SCHEDULING PRIORITIES FOR USE OF PREMISES

Scheduling of events on the Premises shall be based upon the following priorities:

1. Celebration K-8 School shall have exclusive use of the Premises during normal school hours including extended day programs. The SCHOOL BOARD will also have first priority use of the Premises for field days, carnivals, home games, meets, or practice sessions for public school athletic bands, or similar groups; other school related functions that occur after school hours; and any other school or non-school related events which do not conflict with events previously scheduled for the Premises by CROA as provided below. In the event of an extended athletic year due to tournaments or playoffs, Celebration K-8 School shall provide CROA with as much notice as possible for any previously scheduled event that will need to be canceled or rescheduled. Without

limiting the foregoing, Celebration K-8 School shall have exclusive use of the parking lots on school property during normal school hours.

2. CROA shall have second priority for events according to a written schedule approved by the Executive Director of CROA and the Principal. The CROA schedule shall be submitted to the Principal and approved at least thirty (30) days prior to the date of the requested CROA use; provided, however, that CROA shall submit its summer schedule for the period from the last day to the first day of school for students by April 15 each year.

3. The Principal shall be given access to CROA's scheduling system. In no event shall any games, practice schedules, or other events identified in CROA's system prevail over the schedule approved and maintained by the Principal.

4. Celebration K-8 School agrees to provide all events, games, and practice schedules to CROA monthly on the first of each month.

D. OPERATING AND PROGRAMS REQUIREMENTS

CROA shall:

1. Coordinate the following with the Principal:

(a) Schedule its maintenance activities as set forth under Paragraph B of this Agreement. All such activities shall be included in a written schedule to be submitted and approved by the Principal. The maintenance schedule shall be established in conjunction with the School District Facilities and Maintenance Departments, which may add maintenance items deemed necessary for the proper maintenance, safety and operation of the grounds and fields shown on Exhibit A, and of which CROA is notified in advance.

(b) At least seventy-two (72) hours prior to distribution of the schedule, provide the Principal with copies of any and all notices or information regarding the programs it conducts on the Premises. Such copies shall be delivered to the Principal at such addresses provided by the Principal. Any programs that have not been scheduled as required under this Agreement are subject to cancellation by the Principal.

(c) Maintain on file and furnish the Principal with a monthly report on CROA's utilization of the Premises. Such report shall identify the date and time of each use including maintenance performed as well as any financial data (i.e., rental fees, deposits, cleanup costs and damage costs) related to each use.

(d) Not make any use of the Premises in such manner or such times as would interfere in any way with scheduled school activities. Without prior approval of

the Principal, use of any area other than the Premises and the paved parking, as identified in Exhibit A, by and for the benefit of CROA and its guests is prohibited.

(e) Regularly inspect the fields identified in Exhibit A to keep the same neat and clean at all times. CROA shall maintain sufficient trash receptacles to dispose of trash and litter and, after each game, event, or other use by CROA, clean such areas and, in addition, clean that portion of the School campus upon which trash or litter has been left by persons attending scheduled functions, events or recreational use of CROA. If such areas or any portion thereof are not maintained in a neat, orderly, safe and sanitary condition, after advance notice to CROA of at least 24 hours, the Principal may direct SCHOOL BOARD personnel to clean such areas and shall charge CROA the reasonable cost of such work, which shall be promptly paid by CROA.

2. Ensure Proper Behavior

(a) During CROA scheduled programs, events, and recreational use, not suffer or allow any person, whether as a participant, a spectator, or otherwise, to possess or consume alcoholic beverages or illegal drugs, or to use any tobacco products (including, but not limited to, cigars, cigarettes, e-cigarettes, chewing tobacco, and snuff) on the Premises.

(b) Instruct its players, managers, coaches and other participants and spectators to be courteous and respectful to persons residing near the Premises, to approach and depart the Premises in a safe and orderly fashion, without undue noise and disturbance, and to avoid obstructing traffic on streets adjoining the Premises. CROA shall strive to maintain good relations with persons residing near the Premises. In the event of any complaint from a resident regarding CROA's or its participants' activities on or around the Premises, CROA shall immediately notify the Principal of such complaint or, if the Principal receives a complaint, the Principal shall notify CROA, and CROA will respond to the complaint within three (3) business days after being notified of such complaint. CROA will contact the complaining resident and make a good faith effort to resolve such complaint.

(c) Prohibit and prevent participants and guests, from entering the School buildings and hallways.

(d) Prevent its representatives, participants, guests, and invitees from performing any disorderly conduct, violating any SCHOOL BOARD policies and rules, or committing or maintaining any nuisance on the Premises, or using the Premises in any way so as to interfere with the operation of the School or the exercise by other licensees or privileges which the SCHOOL BOARD may give them in the Premises.

3. Comply with all Legal Rules

In CROA's use of the Premises, and at its sole expense, comply with all present and future applicable laws, ordinances, and regulations of the Federal Government; the State of Florida; Osceola County, Florida and any municipality wherein

the programs operate; the SCHOOL BOARD; and agencies of any of the foregoing (including, but not limited to, those agencies involved with zoning, health and sanitary conditions, safety and fire prevention); and CROA will not use the Premises or allow the Premises to be used for any illegal, unsafe, or immoral purpose. Gambling is strictly prohibited on the Premises.

4. Ensure Non-Discriminatory Access

Manage and operate the Premises and programs on a non-discriminatory basis. However, nothing shall prohibit establishing separate boys and girls leagues and teams, provided that the opportunity for participation in such teams as part of the programs is reasonably comparable for both males and females.

5. Provide Proper Supervision

The SCHOOL BOARD shall not be responsible for providing supervision of CROA's scheduled programs and events at the Premises. CROA shall be solely responsible for supervising the participants in its programs and events conducted at the Premises. CROA shall be solely responsible for supervising the participants in its programs and events conducted at the Premises.

6. CROA designates CROA's President of the Board (or designee) as its representative who will have full authority to act on behalf of and bind CROA. The CROA representative may be contacted at:

Celebration TownHall
851 Celebration Avenue
Celebration, FL 34747
Phone: (407) 566-1200

CROA will promptly notify the SCHOOL BOARD of any changes in the above information.

7. Pursuant to SCHOOL BOARD Policy Number 9.30, CROA agrees that no individual, including an employee of the SCHOOL BOARD or CROA, group or organization, may use the Premises specifically for private profit or personal gain. Any revenue generated or amounts received by CROA from the use of the Premises by any individual, group or organization shall only be used to pay for CROA's obligations hereunder and finance improvements or other modifications permitted hereunder. Any revenues or amounts not used as required by the preceding sentence or any remaining revenue shall be remitted to Celebration K-8 School promptly upon request, or if no request made, no later than June 30th of every year.

8. Non-profit and youth organizations shall be permitted to use the Premises for fund-raising purposes, with prior approval from the Principal and Superintendent of Schools. The term *non-profit* shall mean those organizations, which are 501c(3) exempt and recognized as such by the Internal Revenue Service. The term youth organizations shall refer to charitable non-profit organizations which are deemed to operate for the benefit of the children of Osceola County. Additionally, summer clinics, trainings, and other sporting events may be permitted on the premises upon written request, with prior approval from the Principal and Superintendent of Schools within ten (10) business days.

9. Access to and Retention of Documentation. The SCHOOL BOARD the Auditor General, or any of their duly authorized representatives shall have access to any books, documents, papers, and records of CROA which are directly pertinent to work and services to be performed under this agreement, the license granted herein and the use thereof, all improvements, uses, income, expenses, maintenance, and scheduling for the purpose of audit, examination, excerpting and transcribing. The parties will retain all such required records, and records required under any state or federal rules, regulations or laws respecting audit, for a period of three years after the year to which such records retain or to such longer time as may be required by law, rule or regulation.

E. INDEMNIFICATION AND LIABILITY INSURANCE REQUIRED

CROA shall:

1. Exercise its privileges and duties hereunder at its own risk and expense.
2. Indemnify and save harmless the SCHOOL BOARD from and against any and all liability, claims, demands, damages, expenses, fees, fines, penalties, suits, proceedings, actions and costs of actions, including without limitation witness fees, expert fees, consultant fees, attorney in-house and outside counsel, paralegal and legal assistant fees, costs and expenses and other professional fees, costs and expenses, whether suit be brought or not, and whether in settlement, in any declaratory action, in mediation, arbitration or bankruptcy, at trial or on appeal, of any kind and nature arising or growing out of or in any way connected with the use and occupancy of and construction on the Premises by CROA or its officers, agents, servants, employees, contractors, subcontractors, laborers, materialmen, licensees, sublicensees, guests or invitees; or arising out of or in any way connected with the operation or conduct of any CROA program in, upon or about the Premises, or arising out of or in any way connected with any act, intentional or otherwise, or omission of CROA, or its officers, agents, servants, employees, contractors, subcontractors, subcontractors, laborers, materialmen, licensees, sublicensees, guest or invitees. In consideration of the indemnity, the SCHOOL BOARD agrees to give CROA Ten and 00/100 Dollars (\$10.00), the receipt and sufficiency of which is hereby acknowledged, in addition to other good and valuable consideration.
3. Maintain, throughout the term hereof, in full force and effect, liability insurance written by one (1) or more good and solvent insurance companies acceptable to

the SCHOOL BOARD which shall insure both the SCHOOL BOARD and CROA against liability for injury to or death of persons or loss or damage to property occurring on or about the Premises and shall also require any other group, organization or entity which uses the Premises with the approval or consent of CROA to purchase and maintain similar insurance coverage. To provide a Certificate of Insurance naming "The School Board of Osceola County, Florida", as Certificate Holder and Additional Insured, with minimum limits of \$1,000,000 per occurrence and \$2,000,000 or more in aggregate, and dates policy is in force, If CROA will have employees working in conjunction with CROA activities or events at the Premises, CROA shall maintain workers' compensation insurance in accordance with applicable statutory requirements and shall furnish evidence thereof to SCHOOL BOARD or the Principal upon demand.

4. Furnish proof of such insurance to SCHOOL BOARD prior to June 30th of each year during the terms of this Agreement by delivery of a certificate of insurance to the Risk Management Department, The School District of Osceola County, FL, 831 Simpson Road, Suite 100, Kissimmee, Florida 34744, with a copy to the Principal. The certificate must name the SCHOOL BOARD as an additional insured. Failure to have adequate proof of current insurance meeting the requirements of this paragraph or to file such proof with SCHOOL BOARD's Risk Management Department shall entitle SCHOOL BOARD to immediately suspend the privilege of CROA to use the Premises until such proof is furnished and shall warrant termination of this Agreement.

F. NON-SUBSTANTIAL AMENDMENTS TO AGREEMENT

This Agreement may be amended upon the mutual written consent of the parties hereto. The SCHOOL BOARD does hereby confer upon the Superintendent, or Superintendent's designee, the authority to amend this Agreement without formal SCHOOL BOARD approval, provided such amendment does not substantially alter or modify the terms herein. If, in the sole judgment of the SCHOOL BOARD, such amendment does substantially alter or amend this Agreement, then the SCHOOL BOARD shall have the option of declaring the amendment void ab initio, thus rendering the amendment without any legal force and effect.

G. TERMINATION

This Agreement may be terminated by either party for any or no reason at any time during the term hereof upon ninety (90) days prior written notice to the other party.

H. BACKGROUND CHECK

CROA agrees to comply with all level 2 screening requirements of sections 1012.32 and 1012.465, Florida Statutes, and all of its personnel who (1) are to be permitted access to school grounds when students are present, (2) will have direct contact with students, or (3) have access or control of school funds, shall successfully complete the background screening required by the referenced statutes and meet the standards established by the statutes. This background screening will be conducted by the SCHOOL BOARD in advance of CROA or its personnel providing any services under the conditions described in the previous sentence. CROA shall bear the cost of acquiring the background screening required by section 1012.32, Florida Statutes, and any fee imposed by the Florida Department of Law Enforcement to maintain the fingerprints provided with respect to CROA and its personnel. The parties agree that the failure of CROA to perform any of the duties described in this section shall constitute a material breach of this agreement entitling the SCHOOL BOARD to terminate immediately with no further responsibilities or duties to perform under this agreement. CROA agrees to indemnify and hold harmless the SCHOOL BOARD, its officers and employees from any liability in the form of physical or mental injury, death or property damage resulting from CROA's failure to comply with requirements of this section or with sections 1012.32 and 1012.465, Florida Statutes.

I. This Agreement is made subject to the Interlocal Agreement Master Joint Use and Development of Recreational Facilities between SCHOOL BOARD and Osceola County. CROA shall be responsible for obtaining any required waiver of any inconsistent terms of said Interlocal Agreement.

IN WITNESS WHEREOF, the SCHOOL BOARD and CROA have hereunto caused these provisions to be executed the day and year first above written.

[add signature lines]

EXHIBIT A

Includes the Celebration K-8 School outdoor recreational facilities located on the parcel of land adjacent to Celebration Avenue, Starling Drive, and Celebration Town Hall at 851 Celebration Ave., including the baseball field, practice fields, and such amenities associated with each facilities.

[insert diagram / map of fields]

Date: 5/7/22

Time:	Phone Calls:	Vehicle Tags:	ARC:	NEW ID/Dog Park:	ID Renewal:	Other:
10:00am- 11:00am			1			1 - Rental, 1 - Payment
11:00am- 12:00pm					1	1 - Merchandise
12:00pm- 1:00pm	1					
1:00pm-2:00pm		1		2		
2:00pm-3:00pm					2	1 - Payment
3:00pm- 4:00pm						
4:00pm-5:00pm				1		1 - Merchandise
Additional Notes:						

Total Number of Residents Assisted In Person 14

Date: 5/14/22

Time:	Phone Calls:	Vehicle Tags:	ARC:	NEW ID/Dog Park:	ID Renewal:	Other:
10:00am- 11:00am				1		
11:00am- 12:00pm				1	2	
12:00pm- 1:00pm				1		
1:00pm-2:00pm				1	1	
2:00pm-3:00pm				1	2	
3:00pm- 4:00pm	1	1				
4:00pm-5:00pm				1	1	
Additional Notes:						

Total Number of Residents Assisted 14

Date: 5/21/22

Time:	Phone Calls:	Vehicle Tags:	ARC:	NEW ID/Dog Park:	ID Renewal:	Other:
10:00am- 11:00am	1	1	1	1		2 - General Questions
11:00am- 12:00pm	1		2			
12:00pm- 1:00pm					1	
1:00pm-2:00pm				1		
2:00pm-3:00pm						
3:00pm- 4:00pm						
4:00pm-5:00pm					1	
Additional Notes:						

Total Number of Residents Assisted 11

Total for May (Saturdays) 39

Date	5/2/2022	5/3/2022	5/4/2022	5/5/2022	5/6/2022	5/9/2022	5/10/2022	5/11/2022	5/12/2022	5/13/2022	5/16/2022	5/17/2022	5/18/2022	5/19/2022	5/20/2022	5/23/2022	5/24/2022	5/25/2022	5/26/2022	5/27/2022	5/31/2022	Total	
Account Questions	2		1		1		1	4	2		1												21
Amenity Information											1	4	2										7
Amenity Rentals	2			1				1			1							1					6
ARC Applications	3	1	1				1		1	2	1	2					1	6			2		30
Assessment Payments	4	3	4		3		5	4	7	7	4						2						57
Community Maps	1														1								2
Directions															1		1						3
Dog Park ID										1	4		2				1	1			2		13
Elections																							0
Event Information									1						1								3
Friday Flash Sign Up	1																						1
Front Porch Sign Up										1													1
General Association													1	2			1	1	3	2			10
ID Tags	16	7	6	11	15		12	8	9	8	15	19	11	10	17	8	8	13	7	15	10		205
Lost and Found									1				1						1				3
Meeting Information																							0
Merchandise	2	1			1		1			1					2						1		12
Notary Services			1							1				1			1		1				5
Phone Calls	4						5			1													10
Open House Information				1				1	1	5											2		11
Resident Profile Update															7								7
Vehicle Tags	4	2	4	1	2		9	4	4	4	4	2	1	2	6		7	4	4	4	2		73
Vendor Inquiry / ARC	2			1	4		1		1			6	1				1						20
Violation Letter Questions							5						1							1			7
Other	2	3		1	3			3	4	2	7		6	1	2	2	2	1	1	2	3		48

Total Number of Residents Assisted 589

CROA PARK & FACILITY			C = Meet standards				
NORTH VILLAGE			X = Does not meet standards				
SERVICES			CLEAN	PAINT	REPAIR	LIGHTS	MISC.
FACILITY/ BUILDING - EXTERIOR	PARK	DATE OF INSPECTION					
Pressure wash fence	NV pavillion	12/13/2021	X				
Pressure wash column bases	NV pavillion	12/13/2021	X				
Paint patch by Park hours sign	NV pavillion	12/13/2021		X			
No smoking signs needs replacement	NV pavillion	12/13/2021					X
Need paint on wood & walls	NV pavillion	12/13/2021		X			
BATHROOMS							
MEETING ROOMS							
Carpet needs replacement	NV pavillion	12/13/2021					X
POOL & DECK							
Pool bathroom doors need painting	NV pavillion	12/13/2021		X			
Need umbrella bases	NV pavillion	12/13/2021					X
Need acid wash on pool surface	NV pavillion	12/13/2021	X				
PAVILIONS							
Outlet cover missing	NV pavillion	12/13/2021					X
Check lights	NV pavillion	12/13/2021				X	
Painting & wood replacement as needed	NV pavillion	12/13/2021					X
BATHROOM - INTERIOR							
PLAYGROUND							
Paint playground	NV pavillion	12/13/2021		X			
Fix sand issue	NV pavillion	12/13/2021			X		
Cleaning of playground equipment	NV pavillion	12/13/2021	C				
Swing set needs paint	NV pavillion	12/13/2021		X			
LANDSCAPE							
Missing Jaxxine & Cedars need trim	NV pavillion	12/13/2021	X				
Piece of trim missing of top of pavilion	NV pavillion	12/13/2021					X
Landscaping needs trimming & cleaning	NV pavillion	12/13/2021	C				
Tree trimming	NV pavillion	12/13/2021	C				
FIELD / OPEN SPACE							
Fix uneven sidewalk	NV pavillion	12/13/2021			C		
MISCELLANEOUS							
Water fountain needs fixing	NV pavillion	12/13/2021			X		
Refinish tables 3 paint	NV pavillion	12/13/2021		X			
Paint or replace benches on lawn front	NV pavillion	12/13/2021		X			
AA room vent windows need permanent seal	NV pavillion	12/13/2021			X		
SIDEWALK							

CROA PARK & FACILITY			C = Meet standards				
WEST VILLAGE			X = Does not meet standards				
SERVICES			CLEAN	PAINT	REPAIR	LIGHTS	MISC.
FACILITY/BUILDING - EXTERIOR	PARK	DATE OF INSPECTION					
Drywall (dry rot) around windows	Town Hall	1/11/2022			X		
Chairs and white tables need to be replaced	Town Hall	1/11/2022					X
Missing electric covers	Town Hall	1/11/2022					C
Pressure wash back area of Town Hall	Town Hall	1/11/2022	C				
Need panels refabricated	Town Hall	1/11/2022			X		
Pressure washing throughout	Town Hall	1/11/2022	C				
Find a fix for seams at down spouts	Town Hall	1/11/2022			X		
Flashing / water intrusion issue - need roofer	Town Hall	1/11/2022			X		
Find out where the sign poles need to go	Town Hall	1/11/2022					X
We need to have Servpro come out & do some remedial work	Town Hall	1/11/2022					X
Touch up paint throughout	Town Hall	1/11/2022		X			
Install railings on the front steps	Town Hall	5/20/2022					C
BATHROOMS							
Faucet fixed	Town Hall		C				
MEETING ROOMS							
Replace chairs for amenities	Town Hall	1/11/2022					X
Gouge's in walls need repairs	Town Hall	1/11/2022			X		
Floors need revamped - wood floors	Town Hall	1/11/2022			X		
POOL & DECK AREA							
PAVILLION							
Carpets cleaned and sanitized	Town Hall		C				
PLAYGROUND							
LANDSCAPE							
Add some sod to tighten up the beds	Town Hall	1/11/2022			C		
Landscaping needs revamped	Town Hall	1/11/2022	C				
Replace pots for plants	Town Hall	1/11/2022					C
Cut backs of hedges surrounding	Town Hall						C
FIELDS/OPEN SPACE							
TENNIS COURTS							
BASKETBALL COURT							
OTHER							
Replace bike racks	Town Hall	1/11/2022					X
Need 2 benches & 2 umbrellas	Town Hall	1/11/2022					X
Desks rearranged in ARC	Town Hall						C
Ice Machine cleaned, sanitized, and serviced	Town Hall		C				
Built display case	Town Hall	5/20/2022					C
Changed GFI outlets at Townhall	Town Hall	5/20/2022					C
TOTAL SCORE							

CROA PARK & FACILITY			C = Meet standards				
CIVIC CORRIDOR			X = Does not meet standards				
SERVICES			CLEAN	PAINT	REPAIR	LIGHTS	MISC.
FACILITY/BUILDING - EXTERIOR	PARK	DATE OF INSPECTION					
Touchup paint interior & exterior throughout	Sports Complex	1/12/2022		X			
Ceiling need touchup paint	Sports Complex	1/12/2022		X			
Hole in the ground from the left entrance gate - currently using a cone	Field Complex	1/14/2022					X
BATHROOMS							
Floors need scrubbed in restrooms	Sports Complex	1/12/2022	X				
Soap dispensers rusted in bathrooms	Field Complex	1/14/2022	X				
MEETING ROOMS							
Scratch marks on surface on 2nd picnic table by the meeting room	Field Complex	1/14/2022		X			
LANDSCAPE							
Replace the rocks with Mulch	Sports Complex	1/12/2022					X
Soil testing	Sports Complex						C
Trees thinned	Central Bark Park						C
New sod & tree trimming	Central Bark Park	5/20/2022					C
remaining SOD removal completed	Central Bark Park						C
Landscape improvements and new sod	Dog Park	5/20/2022					C
PAVILION							
Doors need paint	Sports Complex	1/12/2022		X			
Clean and paint floors	Sports Complex	1/12/2022		X			
Restaining or painting the brown parts of the pavilion	Field Complex	1/14/2022		X			
Umbrellas added in small dog park	Dog Park						C
OTHER							
Light post light out - first 1 by the first crosswalk in the sidewalk	Field Three	1/14/2022				X	
Leaning stop sign in grass parking area	Field Complex	1/14/2022			X		
Entrance gate looks like it was ran into (bent)	Field Complex	1/14/2022			X		
Bolders - one missing completely	Field Three	1/14/2022					X
Bolders - light out before the one that is missing	Field Three	1/14/2022				X	
Bolders - second one after the pavilion	Field Three	1/14/2022				X	
Bolders - light out C the 6th one after pavilion	Field Three	1/14/2022				X	
Bolders - light out C the very last one by the area we keep the extra goals	Field Three	1/14/2022				X	
7 black netting pullies need to be replaced	Field Two	1/14/2022					X
7 black netting pullies need to be replaced	Field One	1/14/2022					X
Black netting (14)	Field Three	1/14/2022					X
Replacement of wheels for all goals (12 total)	Field Complex	1/14/2022					X
Replacement of missing top bars on 6x18" goals	Field Complex	1/14/2022					X
Need to order: goal straps kwik, net clips, round up, hand rake, tool box	Field Complex	1/14/2022					X
Ice Machine cleaned, sanitized and serviced	Sports Complex		C				
Bird House pressure washed	Central Bark Park		C				
Bird House painted	Central Bark Park			C			
Bid dog park revamp commenced	Dog Park						C
Cut backs of hedges at parking area	Dog Park				C		
All gates switched to magnets	Dog Park				C		
TOTAL SCORE							

CROA Community Standards Executive Summary

Time Frame: May 16th – June 3, 2022

Total Violations: 381

*Effective June 1st Inspections are focused based on Category for the month.

*June Inspections are focus on the Cleaning Category.

Inspections: May 16th – June 3rd

Total Breakdown: May 16 – May 20th	
New Inspections	412
Re-Inspections	48
Resales	34
Meeting Inspections	43
Complaints	17
Architectural Review	32
Total	586

Violations: May 16th – June 3rd

Weekly Violations	# Of Violations
Week 6: May 16-20	98
Week 7: May 23-27	111
Week 8: May 31- June 3	172
Upcoming Week	n/a
Upcoming Week	n/a
Total	381

