



09-07-22-12

**Team Services Florida, LLC
Supplier Response**

Event Information

Number: 09-07-22-12
Title: Sports Officiating Services
Type: Invitation for Bids
Issue Date: 8/21/2022
Deadline: 9/7/2022 12:00 PM (ET)
Notes:

The City of Coconut Creek, Florida is currently requesting bids from qualified Bidders to provide Sports Officiating Services to the City in full accordance with the scope of services, terms, and conditions contained in this Invitation for Bids (IFB).

Contact Information

Contact: Asha Benjamin, Procurement Analyst
Address: A/P - Finance & Administrative Services
Government Center
4800 West Copans Road
Coconut Creek, FL 33063
Phone: 1 (954) 956-1499
Email: abenjamin@coconutcreek.net

Team Services Florida, LLC Information

Contact: Leland Dombrowsky
Address: 13900 Jog Road
Suite 203-195
Delray Beach, FL 33446
Phone: (561) 285-7040
Email: teamservicesflorida@gmail.com
Web Address: teamservicesflorida.com

By submitting your response, you certify that you are authorized to represent and bind your company.

Leland Dombrowsky

Signature

Submitted at 9/7/2022 02:20:08 AM (ET)

teamservicesflorida@gmail.com

Email

Response Attachments

Coconut Creek - BID NO 09-07-22-12 - Form checklist.pdf

Checklist

Coconut Creek - BID NO 09-07-22-12 - Bidder information.pdf

Bidder information

Coconut Creek - BID NO 09-07-22-12 - Sworn Bid Confirmation.pdf

Bid confirmation (notarized)

Coconut Creek - BID NO 09-07-22-12 - References.pdf

References

Coconut Creek - BID NO 09-07-22-12 - Additional References.pdf

Additional references

Coconut Creek - BID NO 09-07-22-12 - Indemnification clause.pdf

Indemnification

Coconut Creek - BID NO 09-07-22-12 - Sworn statement on Public Entity crimes.pdf

Public entity crimes (notarized)

Coconut Creek - BID NO 09-07-22-12 - Non-collusive Affidavit.pdf

Non-collusive affidavit

Coconut Creek - BID NO 09-07-22-12 - Bidders qualification.pdf

Qualification

Coconut Creek - BID NO 09-07-22-12 - Drug Free Workplace.pdf

Drug free workplace

Coconut Creek - BID NO 09-07-22-12 - Exception form.pdf

Exception

Coconut Creek - BID NO 09-07-22-12 - 2022 Certificate of Insurance - Coconut Creek.PDF

Certificate of Insurance

Coconut Creek - BID NO 09-07-22-12 - 2023 Business Tax Receipt.pdf

Business Tax Receipt

Coconut Creek - BID NO 09-07-22-12 - E-verify form.pdf

E-verify form

Coconut Creek - BID NO 09-07-22-12 - Summary.pdf

Summary letter

Coconut Creek - BID NO 09-07-22-12 - Staff.pdf

TSF staff

Coconut Creek - BID NO 09-07-22-12 - Website - TSF officials schedule.pdf

Website (sample page)

Coconut Creek - BID NO 09-07-22-12 - State organization certificate.pdf

Certificate of Organization

Bid Attributes

1	<p>Section I - General Terms and Conditions</p> <p>I acknowledge reading and understanding the General Terms and Conditions.</p> <p><input checked="" type="checkbox"/> Yes (Yes)</p>
2	<p>Section II - Special Terms and Conditions</p> <p>I acknowledge reading and understanding the Special Terms and Conditions.</p> <p><input checked="" type="checkbox"/> Yes (Yes)</p>
3	<p>Section III - Detailed Requirements - Scope of Services</p> <p>I acknowledge reading and understanding the Detailed Requirements - Scope of Services.</p> <p><input checked="" type="checkbox"/> Yes (Yes)</p>
4	<p>Section IV - Required Documents (Bid Package)</p> <p>I acknowledge and understand that all forms shall be completed and notarized (if applicable) and submitted as a requirement of this solicitation.</p> <p><input checked="" type="checkbox"/> Yes (Yes)</p>
5	<p>Insurance Requirements</p> <p>I acknowledge reading and understanding the Insurance Requirements and shall upload with my response a copy of a current Certificate of Insurance as a requirement of this solicitation.</p> <p><input checked="" type="checkbox"/> Yes (Yes)</p>
6	<p>Visa Credit Card - Preferred Method of Payment</p> <p>The City of Coconut Creek has implemented a Visa Procurement Card (P-Card) Program through SunTrust Bank. The City's preference is to pay for goods/services with the P-Card. This program allows the City to expedite payment to our vendors. Some of the benefits of the P-Card Program to the vendor are: payment received within 72 hours of receipt and acceptance of goods, reduced paperwork, issue receipts instead of generating invoices, resulting in fewer invoice problems, deal directly with the cardholder (in most cases). Vendors accepting payment by the P-Card may not require the City (Cardholder) to pay a separate or additional convenience fee, surcharge or any part of any contemporaneous finance charge in connection with a transaction. Such charges are allowable, however must be included in the total cost of their response. Vendors are not to add notations such as "+3% service fee" in their response. All responses shall be inclusive of any and all fees associated with the acceptance of the P-Card. Vendors agreeing to accept payment by P-Card must presently have the capability to accept Visa or take whatever steps necessary to implement the ability before the start of the agreement term.</p> <p><input type="text" value="Yes"/></p>

7 Purchase by other Governmental Agencies

Please indicate if you will permit other governmental entities to purchase from your agreement with the City of Coconut Creek.

No

Bid Lines

1 Package Header

Sports Officiating Services

Total:

Package Items

1.1 Youth (Under 18) Basketball - Cost per Official

Quantity: UOM: Unit Price: Total:

1.2 Youth (Under 18) Soccer - Cost per Official

Quantity: UOM: Unit Price: Total:

Supplier Notes:

1.3 Adult (18+) Basketball - Cost per Official

Quantity: UOM: Unit Price: Total:

1.4 Youth (Under 18) Indoor Volleyball - Cost per Official

Quantity: UOM: Unit Price: Total:

1.5 Youth (Under 18) Flag Football - Cost per Official

Quantity: UOM: Unit Price: Total:

1.6 Youth (Under 18) Co-ed Instructional Flag Football - Cost per Official

Quantity: UOM: Unit Price: Total:

Response Total: \$238.17



(561) 285-7040

Team Services Florida, LLC

First Unit Officiating

Programs

More...

This Week's Officials Assignment schedule



July 11, 2022 - July 17, 2022

Monday - 7/11/22

Youth Basketball - S. Olive Community Center (West Palm Beach) [Playoffs]
Court 1 - [4th-5th grade] - 6:00-7:00pm - A. Thomas - M. Shaw

Men's Softball - Spanish River Athletic Complex (Boca Raton)
Field 3 - 6:30-7:30-8:30-9:30pm - M. Poza
Field 4 - 6:30-7:30-8:30-9:30pm - C. Clow

Tuesday - 7/12/22

Youth Basketball - S. Olive Community Center (West Palm Beach) [Championship]
Court 1 - [4th-5th grade] - 6:00-7:00pm - A. Thomas - M. Shaw

Men's Softball - Spanish River Athletic Complex (Boca Raton) [Playoffs]
Field 3 - 6:30-7:30-8:30-9:30pm - A. Salerni - D. Hutt
Field 4 - 6:30-7:30-8:30pm - C. Clow - R. Ibrahim

Men's Softball - Okeeheelee Park (Palm Beach County)
Field 1 - 7:00-8:00-9:00pm - M. Lavigne - J. Klein
Field 2 - 7:00-8:00-9:00pm - B. Sander - G. Holmes
Field 3 - 7:00-8:00-9:00pm - M. Melnick - A. Wolfson
Field 4 - 7:00-8:00-9:00pm - M. Poza - J. Lugo

Wednesday - 7/13/22

Youth Basketball - S. Olive Community Center (West Palm Beach)
Court 1 - [6th-8th grade] - 6:00-7:00pm - A. Thomas - M. Shaw

Youth Volleyball - Sugar Sand Park (Boca Raton)
Court 2 - 6:15-7:15pm - L. Dombrowsky

Men's Softball - Spanish River Athletic Complex (Boca Raton)
Field 3 - 6:30-7:30-8:30-9:30pm - M. Lavigne
Field 4 - 6:30-7:30-8:30-9:30pm - R. Ibrahim

Thursday - 7/14/22

Youth Volleyball - Sugar Sand Park (Boca Raton)
Court 2 - 6:15-7:15pm - M. Lavigne

Co-ed Softball - Spanish River Athletic Complex (Boca Raton) [Playoffs]
Field 3 - 6:30-7:30-8:30-9:30pm - J. Lugo - D. Hutt

Friday - 7/15/22

Co-ed Softball - Spanish River Athletic Complex (Boca Raton)
Field 3 - 6:30-7:30-8:30-9:30pm - D. Hutt
Field 4 - 6:30-7:30-8:30-9:30pm - A. Salerni

Co-ed Softball - Okeeheelee Park (Palm Beach County)
Field 1 - 7:00-8:00pm - B. Sander - R. Ibrahim
Field 2 - 7:00-8:00-9:00pm - M. Lavigne - J. Balesano
Field 3 - 7:00-8:00pm - M. Poza - B. Getzoff
Field 4 - 7:00-8:00-9:00pm - M. Melnick - TBD

Saturday - 7/16/22

No games scheduled

Sunday - 7/17/22

Men's Flag Football - Spanish River Athletic Complex (Boca Raton)
Field 1 - 8:30-9:30-10:30-11:30am-12:30-1:30pm - TBA - TBA
Field 2 - 8:30-9:30-10:30-11:30am-12:30-1:30pm - TBA - TBA
Field 3 - 8:30-9:30-10:30-11:30am-12:30-1:30pm - TBA - TBA

Men's Basketball - Royal Palm Rec Center
Court 1 - 12:00-1:00-2:00pm - R. Schilliro - A. Mancino
Court 1 - 3:00-4:00pm - R. Schilliro - J. Cassiere

13900 Jog Road, Suite 203-195, Delray Beach, Florida 33446

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**SWORN STATEMENT
ON PUBLIC ENTITY CRIMES
UNDER FLORIDA STATUTES CHAPTER 287.133(3)(a).**

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

1. This sworn statement is submitted with Bid No. 09-07-22-12 for Sports Officiating Services.
2. This sworn statement is submitted by Team Services Florida, LLC (name of entity submitting sworn statement) whose business address is 13900 Jog Road, Suite 203-195, Delray Beach, FL 33446 and (if applicable) its Federal Employer Identification Number (FEIN) is 81-4882910. (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.)
3. My name is Leland Dombrowsky and my
(Please print name of individual signing)
relationship to the entity named above is Owner/Executive Director.
4. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that a "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, includes but is not limited to:
 1. A predecessor or successor of a person convicted of a public entity crime: or
 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The Ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding thirty-six (36) months shall be considered an affiliate.
7. I understand that a "person" as defined in Section 287.133(1)(e), Florida Statutes as amended from time to time, means any natural person or entity organized under the laws of any state or of the

United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, who are active, or who have been active, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity within the last five (5) years of this sworn statement.

8. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **Please check all statements that are applicable.**

- Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.
- The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND (Please indicate which additional statement applies.)
- There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order.)
- The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order.)

9. Based on information and belief, the statement that I have marked below is true in relation to the entity submitting this sworn statement. **Please check if statement is applicable.**

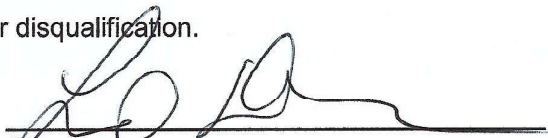
- The person or affiliate has not been placed on the convicted vendor list.
(If the box is not checked, please describe any action taken by or pending with the Department of General Services.)

10. The herein sworn statement shall be subject to and incorporate all the terms and conditions contained in Section 287.133, Florida Statutes as amended from time to time.

11. Conviction of a public entity crime shall be cause for disqualification.

LELAND DOMBROWSKI
Team Services Florida, LLC

Bidder's Name


Signature

Date: September 6, 2022

State of: FLORIDA

County of: PAUM BEACH

The foregoing instrument was acknowledged before me this 6th day of September, 2022, by Leland Dombrowsky, who is (who are) personally known to me or who has produced FL DL as identification and who did (did not) take an oath.

Susan M Lederman
Notary Public Signature

Susan M Lederman
Notary Name, Printed, Typed or Stamped

Commission Number: HH 291560

My Commission Expires: JULY 24th 2026



BID CONFIRMATION

In accordance with the requirements to provide Sports Officiating Services pursuant to Bid No. 09-07-22-12, the undersigned submits the attached bid.

Bidder accepts and hereby incorporates by reference in this bid all of the terms and conditions of the scope of service, including EPA Standards, Motor Vehicle Safety Standards and required warranty and guarantee certificates.

Bidder is fully aware of the Scope of Service based on these requirements, the legal requirements (federal, state, county and local laws, ordinances, rules and regulations) and the conditions affecting cost, progress or performance of the work and has made such independent investigation as Bidder deems necessary.

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

The Bidder shall acknowledge this Bid by signing and completing the spaces provided. I hereby submit this Bid Package for Sports Officiating Services pursuant to Bid No. 09-07-22-12 to the City of Coconut Creek with the full understanding of the IFB, General Conditions, Special Conditions, Detailed Requirements, and the entire Bid Package.

Leland Dombrowsky
Bidder's Name


Signature

9/6/22
Date

State of: Florida

County of: Palm Beach

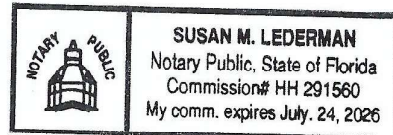
The foregoing instrument was acknowledged before me this 6th day of September, 2022, by Leland Dombrowsky, who is (who are) personally known to me or who has produced FLDL as identification and who did (did not) take an oath.


Notary Public Signature

Susan Lederman
Notary Name, Printed, Typed or Stamped

Commission Number: HH 291560

My Commission Expires: JULY 24 2026





13900 Jog Road, Suite 203-195
Delray Beach, Florida 33446
(561) 285-7040
teamservicesflorida@gmail.com
www.teamservicesflorida.com

September 6, 2022

Re: BID NO. 09-07-22-12 - SPORTS OFFICIATING SERVICES

Team Services Florida, LLC [TSF] has submitted the documents for the Bid referenced above.

TSF provides premium officiating services for a variety of youth and adult programs. We provide Basketball, Flag Football, and Volleyball referees for the City of Boca Raton, as well as providing a full range of officiating services for the City of Delray Beach, City of Greenacres, Palm Beach County, City of West Palm Beach, and Village of Royal Palm Beach. We can provide direct contacts for each department to provide information about the quality of officials and services we provide.

Four of our current clients are listed in the bid documents and we have attached an additional page to include the additional clients that were not on the form.

TSF currently has an active staff of 30 contracted officials [see list attached] that are certified in a variety of sports and activities.

TSF also maintains an independent website with the official's schedule posted for our staff to review (see attached). www.teamservicesflorida.com

We have added the City of Coconut Creek to our insurance policy and the certificate was included with the bid.

Feel free to contact us with any questions.

Thank you.

Leland Dombrowsky
Executive Director – Team Services Florida, LLC

State of Florida

Department of State

I certify from the records of this office that TEAM SERVICES FLORIDA, LLC is a limited liability company organized under the laws of the State of Florida, filed on January 12, 2017, effective February 1, 2017.

The document number of this limited liability company is L17000010628.

I further certify that said limited liability company has paid all fees due this office through December 31, 2022, that its most recent annual report was filed on March 17, 2022, and that its status is active.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Seventeenth day of March,
2022*



Randy R. Lee
Secretary of State

Tracking Number: 2473340256CC

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

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



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Delray Beach, Florida 33446
(561) 285-7040
teamservicesflorida@gmail.com
www.teamservicesflorida.com

Re: BID NO. 09-07-22-12 - SPORTS OFFICIATING SERVICES

Team Services Florida, LLC has 30 officials under contract. We also hire additional officials as dictated by client requests and when new programs are added.

1. Leland Dombrowsky
2. Michelle Lavigne
3. Mike Poza
4. Marc Melnick
5. Alan Wolfson
6. Anthony Salerni
7. Barry Getzoff
8. Jason Gross
9. Jay Lugo
10. David Hutt
11. Christopher Clow
12. Ronni Ibrahim
13. Joseph Balesano
14. Jennifer Klein
15. Brian Sander
16. Allen Moore
17. Carlos Carles
18. Kevin Fischer
19. Wayne Remus
20. Mike Shaw
21. Alex Thomas
22. Rick Schiliro
23. Joe Cassiere
24. Anthony Mancino
25. Victor Mansure
26. Christian Suarez
27. Sal Verdoliva
28. Derwin Moore
29. Pete Kafka
30. Ted Brown

REFERENCES

The following is a list of at least four (4) references that Bidder has provided similar service in the past three (3) years. Government agency references are preferred.

1. Name of Firm, City, County or Agency: Palm Beach County Department of Parks & Recreation
 Address: 2700 6th Avenue South
 City/State/Zip: Lake Worth, FL 33461
 Contact: Andy Hood Title: Recreation Programs Coordinator
 Telephone: (561) 966-7035 Fax: _____
 Email Address: ahood@pbcgov.org
 Scope of Work: Provide all adult softball umpires; youth volleyball referees; and youth basketball referees from January 2019 to present.

2. Name of Firm, City, County or Agency: City of West Palm Beach Department of Parks & Recreation
 Address: 401 Clematis Street, 3rd Floor
 City/State/Zip: West Palm Beach, FL 33401
 Contact: Kelly Kollar-Dye Title: Recreation Manager
 Telephone: (561) 202-4901 Fax: _____
 Email Address: KKollar-Dye@wpb.org
 Scope of Work: Provide all adult softball umpires; youth flag football referees; youth & adult basketball referees for all programs from June 2019 to present.

3. Name of Firm, City, County or Agency: City of Boca Raton, Department of Recreation Services
 Address: 150 Crawford Blvd
 City/State/Zip: Boca Raton, FL 33432
 Contact: Ben Bell; Jim Thomas Title: Athletic Supervisor(s)
 Telephone: (561) 367-7033; (561) 367-7001 Fax: _____
 Email Address: bbell@myboca.us
 Scope of Work: Provide all adult softball umpires from October 2018 to May 2019 and June 2021 to present. Also provide all youth volleyball and youth flag football referees from June 2019 to present. Currently providing all adult flag football officials from July 2021 to present.

4. Name of Firm, City, County or Agency: City of Greenacres Community & Recreation Services Dept
 Address: 501 Swain Blvd
 City/State/Zip: Greenacres, FL 33463
 Contact: Jean Francois Title: Recreation Supervisor
 Telephone: (561) 642-2092 Fax: _____
 Email Address: jfrancois@greenacresfl.gov
 Scope of Work: Provide all youth basketball referees from January 2019 to present.

NOTE: Additional references may be attached and provided. See attached

NON-COLLUSIVE AFFIDAVIT


- (1) He/she is the Owner
(Owner, Partner, Officer, Representative or Agent)
of Team Services Florida, LLC the Contractor that has submitted the attached bid;
- (2) He/she is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid;
- (3) Such bid is genuine and is not a collusive or sham bid;
- (4) Neither the said Contractor nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Contractor, firm, or person to submit a collusive or sham bid in connection with the work for which the attached bid has been submitted; or to refrain from bidding in connection with such work; or have in any manner, directly or indirectly, sought by agreement or collusion, or communication, or conference with and Contractor, firm or person to fix the price or prices in the attached bid or of any other Contractor, or to fix an overhead, profit, or cost elements of the bid price or the bid price of any other Contractor, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed work;
- (5) The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Contractor or any other of its agents, representatives, owners, employees or parties in interest, including this affiant.

INDEMNIFICATION CLAUSE

The parties agree that one percent (1%) of the total compensation paid to Contractor for the work of the contract shall constitute specific consideration to Contractor for the indemnification to be provided under the contract. The Contractor shall indemnify and hold harmless the City Commission, the City of Coconut Creek, and their agents and employees from and against all claims, damages, losses and expenses including attorney's fees arising out of or resulting from the performance of the work provided that any such claim, damage, loss or expense (1) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including the loss of use resulting therefrom, and (2) is caused in whole or in part by any negligent act or omission of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, regardless of whether or not it is caused in part by a party indemnified hereunder.

In any and all claims against the City, or any of their agents or employees by any employee of the Contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable, the indemnification obligation under this Paragraph shall not be limited in any way by any limitation on this amount or type of damages compensation or benefits payable by or for the Contractor or any subcontractor under Workers' Compensation Acts, Disability Benefit Acts or other Employee Benefit Acts. Nothing in this section shall affect the immunities of the City pursuant to Chapter 768, Florida Statutes, as amended from time to time, nor shall it constitute an agreement by the City to indemnify Contractor, its officers, employers, subcontractors or agents against any claim or cause of action. This section shall not be construed as consent to be sued by any third parties in any matter arising out of this Agreement. The foregoing indemnification and release shall survive the termination of this Agreement.

Leland Dombrowsky
Contractor's Name


Signature

9/6/22
Date

BID REQUIREMENTS CHECKLIST

Bidder has attached all documents listed in the checklist as provided and any other pertinent information.

CHECK LIST


FORMS ATTACHED

Bidder Information	Yes <u> X </u>	No <u> </u>
Bid Confirmation	Yes <u> X </u>	No <u> </u>
Bid Schedule	Yes <u> X </u>	No <u> </u>
Reference Sheet	Yes <u> X </u>	No <u> </u>
Indemnification Clause	Yes <u> X </u>	No <u> </u>
Sworn Statement on Public Entity Crimes	Yes <u> X </u>	No <u> </u>
Non-Collusive Affidavit	Yes <u> X </u>	No <u> </u>
Bidder's Qualification Statement	Yes <u> X </u>	No <u> </u>
Drug-Free Workplace Form	Yes <u> X </u>	No <u> </u>
Exception to the Invitation for Bids	Yes <u> X </u>	No <u> </u>
Certificate of Insurance	Yes <u> X </u>	No <u> </u>
Copies of Valid Licenses	Yes <u> X </u>	No <u> </u>

E-VERIFY FORM

Project Name:	Sports Officiating Services
Project No.:	Bid No. 09-07-22-12

ACKNOWLEDGEMENT	Definitions:
	“Contractor” means a person or entity that has entered or is attempting to enter into a contract with a public employer to provide labor, supplies, or services to such employer in exchange for salary, wages, or other remuneration.
	“Subcontractor” means a person or entity that provides labor, supplies, or services to or for a contractor or another subcontractor in exchange for salary, wages, or other remuneration.
	Effective January 1, 2021, public and private employers, contractors and subcontractors will begin required registration with, and use of the E-verify system in order to verify the work authorization status of all newly hired employees. Vendor/Consultant/Contractor acknowledges and agrees to utilize the U.S. Department of Homeland Security’s E-Verify System to verify the employment eligibility of:
	(a) All persons employed by Vendor/Consultant/Contractor to perform employment duties within Florida during the term of the contract; and
	(b) All persons (including subvendors/subconsultants/subcontractors) assigned by Vendor/Consultant/Contractor to perform work pursuant to the contract with the Department. The Vendor/Consultant/Contractor acknowledges and agrees that use of the U.S. Department of Homeland Security’s E-Verify System during the term of the contract is a condition of the contract with the City of Coconut Creek; and
	Should vendor become successful Contractor awarded for the above-named project, by entering into this Contract, the Contractor becomes obligated to comply with the provisions of Section 448.095, Fla. Stat., "Employment Eligibility," as amended from time to time. This includes but is not limited to utilization of the E-Verify System to verify the work authorization status of all newly hired employees, and requiring all subcontractors to provide an affidavit attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien. The contractor shall maintain a copy of such affidavit for the duration of the contract. Failure to comply will lead to termination of this Contract, or if a subcontractor knowingly violates the statute, the subcontract must be terminated immediately. Any challenge to termination under this provision must be filed in the Circuit Court no later than 20 calendar days after the date of termination. If this contract is terminated for a violation of the statute by the Contractor, the Contractor may not be awarded a public contract for a period of 1 year after the date of termination.

COMPANY CONTACT INFORMATION	Company Name: Team Services Florida, LLC
	Authorized Signature: 
	Print Name: Leland Dombrowsky
	Title: Executive Director/Owner
	Date: September 6, 2022
	Phone: (561) 285-7040
	Email: teamservicesflorida@gmail.com
	Website: www.teamservicesflorida.com

DRUG-FREE WORKPLACE FORM

The undersigned vendor in accordance with *Florida Statutes*, Chapter 287, Section 287.087 hereby certifies that Team Services Florida, LLC does:
 (Name of Business)

- 1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
- 2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
- 3) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
- 4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of *Florida Statutes*, Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
- 5) Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
- 6) Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

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



 Bidder's Signature

9/6/22

 Date

BIDDER'S QUALIFICATIONS
(Page 1 of 5)

NOTE: This statement of Bidder's Qualifications must be completely filled out, properly executed and returned as part of your bid.

1. List the true, exact and proper names of the company, partnership, corporation, trade or fictitious name under which you do business and principals by name and titles:

Name of Company: Team Services Florida, LLC

Address: 13900 Jog Road, Suite 203-195

City: Delray Beach State: Florida Zip: 33446

Phone No.: (561) 285-7040 Fax No.: _____

Federal Tax I.D.: 81-4882910

Principals: Leland Dombrowsky Titles: Executive Director/Owner

2. a. Are you licensed, as may be required, in the designated area(s) of Broward County, Florida?

Yes _____ No

- b. List Principals Licensed:

Name(s): N/A Title: N/A

Remarks: _____

3. How long has your company been in business and so licensed? 6 years

4. If Bidder is an **individual** or a **partnership**, answer the following: N/A

- a. Date of organization: N/A

BIDDER'S QUALIFICATIONS

(Page 2 of 5)

b. Name, address and Ownership percentage of all partners:

Leland Dombrowsky, 12708 Via Ravenna, Boynton Beach, FL 33436 - 100%

c. State whether general or limited partnership: N/A

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

Limited Liability Company - Single owner

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

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

6 years

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

N/A

7. a. Has your company ever failed to complete a bonded obligation or to complete a contract?

Yes _____ No X

BIDDER'S QUALIFICATIONS
(Page 3 of 5)

- b. If so, give particulars including circumstances, where and when, name of bonding company, name and address of City and disposition of matter:

N/A

- 8. Litigation/Judgments/Settlements/Debarments/Suspensions:
Submit information on any pending litigation and any judgments and settlements of court cases relative to providing the services requested herein that have occurred within the last three (3) years. Also indicate if your firm has been debarred or suspended from doing business with any government agency and/or professional board.

N/A

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

Directors have a minimum of 29 years experience each managing Adult & Youth sports programs including providing a complete officiating staff. See attached letter for additional information.

- b. State the name of the individual(s) and titles that will have personal supervision of the work:

Leland Dombrowsky; Michelle Lavigne

Pete Kafka

- 10. List name and title of persons in your company who are authorized to enter into a contract with the City of Coconut Creek, Florida for the proposed work should your company be the Successful Bidder.

Name: Leland Dombrowsky N/A N/A

Title: Executive Director _____ _____

BIDDER'S QUALIFICATIONS
(Page 4 of 5)

The undersigned guarantees the authenticity of the foregoing statements and does hereby authorize and request any person, firm or corporation to furnish any information requested by the City of Coconut Creek, Florida to verification of the recitals comprising this statement of the Bidder's qualifications. **DISCOVERY OF ANY OMISSION OR MISSTATEMENT THAT MATERIALLY AFFECTS THE BIDDER'S QUALIFICATIONS TO PERFORM UNDER THE CONTRACT SHALL CAUSE THE CITY TO REJECT THE BID, AND IF AFTER THE AWARD TO CANCEL AND TERMINATE THE AWARD AND/OR CONTRACT.**

Date: 9/6/22



Signature

Leland Dombrowsky

Print Name

Team Services Florida, LLC

Company

Executive Director

Title

If Corporation (Seal) If Individual or Partnership, two Witnesses are required:

N/A

Witness

N.A

Witness

Respectfully submitted

(CORPORATE SEAL)

N/A

Company - Contractor

BIDDER'S QUALIFICATIONS
(Page 5 of 5)

ATTEST:

N/A

Secretary

By _____ (Seal)
President

N/A

Witness

N/A

Witness

N/A

Contractor Signature

Construction Industry Licensing Board

Registration No.: N/A

Certification No.: N/A

Qualifying Individual: N/A

BIDDER INFORMATION

Company Name: Team Services Florida, LLC

Federal Tax I.D. No.: 81-4882910

Bidder's Name (Print): Leland Dombrowsky Title: Owner/Executive Director

Address: 13900 Jog Road, Suite 203-195

City/State/Zip: Delray Beach, FL 33446

Phone: (561) 285-7040 Fax: _____

Email: teamservicesflorida@gmail.com

ACKNOWLEDGEMENT OF ADDENDA

Instructions: Complete Part I or Part II, Whichever Applies

Part I:

Bidder has examined copies of all the Contract Documents and of the following Addenda (receipt of all which is hereby acknowledged).

Addendum No: _____ Dated: _____

Addendum No: _____ Dated: _____

Addendum No: _____ Dated: _____

Addendum No: _____ Dated: _____

Addendum No: _____ Dated: _____

Part II:

No Addendum was received in connection with this bid.

It is understood and agreed by Bidder that the City reserves the right to reject any and all Bids, to make awards on all items or any items according to the best interest of the City, and to waive any irregularities in the Bid or in the Bids received as a result of the Bid. It is also understood and agreed by the Bidder that by submitting a bid, Bidder shall be deemed to understand and agree that no property interest or legal right of any kind shall be created at any point during the aforesaid evaluation/selection process until and unless a contract has been agreed to and signed by both parties.



Bidder's Authorized Signature

9/6/22

Date

Leland Dombrowsky

Bidder's Printed Name



13900 Jog Road, Suite 203-195
Delray Beach, Florida 33446
(561) 285-7040
teamservicesflorida@gmail.com
www.teamservicesflorida.com

September 6, 2022

Re: BID NO. 09-07-22-12 - SPORTS OFFICIATING SERVICES

Additional references

City of Delray Beach Parks & Recreation Department
50 1st Avenue, Delray Beach, FL 33444
Contact: Lawton Martin, Athletics
Phone: (561) 243-7250
E-mail: martin@mydelraybeach.com

We have provided the referees for the Youth & Adult basketball programs from January 2019 to present. We also provided the umpires for the Adult softball leagues from October 2018 to December 2020.

Village of Royal Palm Beach Parks & Recreation Department
1000 Sweet Bay Lane, Royal Palm Beach, FL 33411
Contact: Brandon Pendergrass, Program Supervisor
Phone: (561) 790-5189
E-mail: bpendergrass@royalpalmbeach.com

We have provided all the officials for Youth & Adult basketball; Adult Flag Football; and Youth Volleyball for the Village from October 2018 to present.



ANNE M. GANNON
CONSTITUTIONAL TAX COLLECTOR
Serving Palm Beach County
Serving you.

P.O. Box 3353, West Palm Beach, FL 33402-3353
 www.pbctax.com Tel: (561) 355-2264

****LOCATED AT****

12708 VIA RAVENNA
 BOYNTON BEACH, FL 33436

TYPE OF BUSINESS	OWNER	CERTIFICATION #	RECEIPT #/DATE PAID	AMT PAID	BILL #
54-0093 CONSULTING BUSINESS	TEAM SERVICES FLORIDA LLC		B22.621675 - 08/05/22	\$33.00	B40165365

This document is valid only when receipted by the Tax Collector's Office.

**STATE OF FLORIDA
 PALM BEACH COUNTY
 2022/2023 LOCAL BUSINESS TAX RECEIPT**

**LBTR Number: 2019117037
 EXPIRES: SEPTEMBER 30, 2023**

This receipt grants the privilege of engaging in or managing any business profession or occupation within its jurisdiction and **MUST** be conspicuously displayed at the place of business and in such a manner as to be open to the view of the public.



18
 6-7202

TEAM SERVICES FLORIDA LLC
 TEAM SERVICES FLORIDA LLC
 13900 S JOG RD STE 203-195
 DELRAY BEACH FL 33446-5905





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/13/2022

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 Hiscox Inc. 520 Madison Avenue 32nd Floor New York, New York 10022	CONTACT NAME: PHONE (A/C No. Ext): (888) 202-3007 FAX (A/C, No):	
	E-MAIL ADDRESS: contact@hiscox.com	
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: Hiscox Insurance Company Inc	10200	
INSURED Team Services Florida, LLC 13900 Jog Road Suite 203-195 Delray Beach, FL 33446	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 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			P100.022.911.4	01/01/2022	01/01/2023	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 \$ S/T Gen. Agg. \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ CGL HNOA Limit (per occurrence) \$ 300,000
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> 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
 City of Coconut Creek
 4800 West Copans Road
 Coconut Creek, FL 33063
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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