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Government Services Group, Inc. Community Services Division



**City of Fort Pierce, Florida
Request for Proposals No. 2017-031
Project Delivery Services for SHIP Housing Rehabilitation Program**

**Wednesday, September 27, 2017
3:00 P.M.**

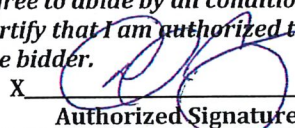
COPY

Presented by:
Government Services Group, Inc.
James F. "Jay" Moseley, Senior Consultant
JMoseley@govserv.com

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1500 Mahan Drive, Suite 250
Tallahassee, Florida 32308

T 850-681-3717
F 850-224-7206

DELIVER TO: City of Fort Pierce 100 North U.S. Hwy. 1 Fort Pierce, FL 34950 MAIL TO: City of Fort Pierce Procurement Department P.O. Box 1480 Fort Pierce, FL 34954-1480	INVITATION TO BID and BIDDER ACKNOWLEDGMENT
Contact: Gelencia Carter, 772-467-3748	RFP No: 2017-031
Mandatory Site Visit Date: N/A	RFP Title: PROJECT DELIVERY SERVICES FOR SHIP HOUSING REHABILITATION PROGRAM
Mandatory Site Visit Location: N/A	RFP Opening Location: City of Ft. Pierce Procurement Dept. 100 North U.S. Hwy. 1, 1st Floor Ft. Pierce, Florida 34950
Bid Due Date & Time: Wednesday, September 27, 2017 3:00pm	If you need any reasonable accommodation for any type of disability in order to participate in this procurement, please contact this department as soon as possible.
Bidder Name: Government Services Group, Inc. ----- Mailing Address: 1500 Mahan Drive, Suite 250 ----- ----- -----	<i>I hereby certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid for the same materials, supplies or equipment, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this bid and certify that I am authorized to sign this bid for the bidder.</i> X  Authorized Signature (Manual)
City, State, Zip Code: Tallahassee, Florida 32308	Typed or Printed Name: David G. Jahosky
Type of Entity (Circle One): <input checked="" type="radio"/> Corporation <input type="radio"/> Partnership <input type="radio"/> Proprietorship	Title: Managing Director
Incorporated in the State of: Florida Year: 1996	Delivery in _____ days, ARO
Phone Number: (850) 681-3717	Payment Terms: Net 30 Days
Fax Number: (850) 224-7206	FEIN or SS Number: 59-3419105
E-Mail Address: djahosky@govserv.com	Local Business: __Y __N MWBE: __Y __N
Bid Security is attached, when required, in the amount of \$ _____ F.O.B. DESTINATION	If returning as a "No Bid" state reason:
THIS PAGE MUST BE COMPLETED AND RETURNED WITH YOUR BID	



Government Services Group, Inc.
www.WeServeGovernments.com

September 27, 2017

Libby Woodruff
Manager, Grants Administration Division
City of Fort Pierce
P. O. Box 1480
Fort Pierce, FL 34954-1480

**Re: Request for Proposals No. 2017-031
Project Delivery Services for SHIP Housing Rehabilitation Program**

Dear Ms. Woodruff:

Government Services Group, Inc. (GSG) is pleased to submit our proposal for the subject City of Fort Pierce RFP for Project Delivery Services for SHIP Housing Rehabilitation Program. GSG has successfully managed and implemented over 60 community development programs for governments throughout Florida. Since 1996, GSG has proudly provided professional services for over 160 Florida municipalities.

Our Community Services Division (CSD) grant administration team has over 85 combined years of experience which includes administering programs, regular CDBG programs, Small Cities CDBG, Housing Rehabilitation, Neighborhood Revitalization, SHIP, Entitlement CDBG, Disaster Recovery and others. We know the benefits a successful grant program will bring to the City of Fort Pierce because we've done it in other communities.

GSG has assisted governments in the areas of community development, housing rehabilitation, disaster recovery, special assessments, utility services, economic development, financial management and compliance management. GSG prides itself on being able to provide quality professional services in an efficient and cost-effective manner. The goal of GSG is to ensure that our clients are satisfied and that the programs we operate on behalf of the governments we serve are successfully implemented, on time and within the prescribed budgets.

We have the requisite knowledge and expertise to carry out all administrative functions related to all programs. We have implemented SHIP Housing Rehabilitation and CDBG Grant programs within the state inclusive of large urban areas and smaller rural areas. We typically close-out projects ahead of schedule because we pride ourselves on efficiency. Additionally, professionals with the CSD have a great rapport with the Florida Department of Economic Opportunity and understand the intricacies associated with carrying out all grant related compliance and reporting responsibilities.

GSG would like to extend our sincere appreciation for your consideration of this proposal response. We look forward to working with the City of Fort Pierce on your SHIP Housing Rehabilitation Program. Should you have any questions or concerns, please don't hesitate to contact our office at 407-383-9642.

Sincerely,



David G. Jahosky
Managing Director
Government and Community Services
Government Services Group, Inc.



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Company Profile

Firm Background and Experience

Government Services Group, Inc. is a Florida based consulting service provider to government entities. Incorporated in 1996, **GSG** prides itself on 20 years of serving Florida Governments with smart, effective, and efficient service. **GSG** is comprised of 3 divisions: Community Services Division, Government Services Division, and Municipal Services Division. All divisions provide specialized services to municipalities, cities, counties, and special districts. Across divisions, our general areas of service include stormwater, water & wastewater, grants management, community development, fire services, revenue enhancement and program administration. In each service area, **GSG** has perfected particular capabilities, offering deliverables that may be tailored according to specific client needs.

The Tallahassee Award Program (Tally Awards) selected **Government Services Group** for the 2015 Best of Tallahassee Award in the Government Consultants category. The Tally Awards are the people's choice awards for Tallahassee's favorite businesses. **Government Services Group's** award in the Government Consultants category was based on information gathered both internally by Tally Awards and data provided by third parties. The various sources of information were analyzed to choose the winners in each category. The 2015 Tallahassee Award Program focuses on quality, not quantity; **GSG** was found to be a top service provider to governmental entities, offering quality solutions and deliverables.

Certified as a Small Business with the U.S. Small Business Administration, **GSG's** team of 50 highly experienced professionals offers a unique perspective because we have worked in government and in the private sector for both large and small entities. Not only have we been in our client's shoes, we have been in their communities and neighborhoods. During **GSG's** 20 years of service, 60 counties, 89 cities and 15 special districts have experienced benefits. **GSG** currently serves 160 clients in Florida. For nearly 17 years, we have managed one of the largest "single purpose" government entities in Florida, the Florida Governmental Utility Authority (FGUA). The FGUA services more than 120,000 utility customers. **GSG** is also the contract administrator with the Department of Defense for a 50-year contract to manage all utility assets at MacDill Air Force Base in Tampa, Florida.





Capabilities

The Community Services Division (CSD) of **Government Services Group (GSG)** specializes in providing state and local governments with grants management services related to housing rehabilitation, economic development, disaster recovery, neighborhood revitalization, and commercial revitalization. Within those areas, CSD provides construction management & inspection, eligibility & intake, environmental review, Davis-Bacon Labor Standards and more. The CSD has assisted over 60 governments with carrying out various programs related to CDBG, Disaster Recovery, HOME, SHIP, NSP and other supplemental programs that are leveraged with various community development programs.

GSG has been performing the type of services requested under this Request for Proposal for 20 years. The CDBG grant and loan experts at our firm possess over 65 years of community development and grant administration experience. They have managed and administered projects ranging from housing rehabilitation to mainstream infrastructure developments such as waste water treatment plants and more. Furthermore, when the City of Fort Pierce hires **GSG**, our resources, including grants/loan specialist, communication specialist/graphic designer, data specialist and administrative staff will be working succinctly to ensure all facets of the CDBG neighborhood revitalization project successfully meet City goals. As an added benefit, the utilization of **GSG's** support professionals provides uniquely focused and administered service solutions that are carefully crafted. **GSG's** administration services will benefit the City's Neighborhood Revitalization project and individual residents.

We understand how to enhance each project's elements to achieve goals specific to the CDBG program and other programs as may come on line at the City's discretion.

Disaster Recovery Program Services	<input checked="" type="checkbox"/>	CDBG Program Management	<input checked="" type="checkbox"/>
Housing Rehabilitation Services	<input checked="" type="checkbox"/>	Davis Bacon Labor Standards Services	<input checked="" type="checkbox"/>
Economic Development	<input checked="" type="checkbox"/>	Neighborhood Revitalization Services	<input checked="" type="checkbox"/>
Commercial Revitalization	<input checked="" type="checkbox"/>	Program Eligibility & Intake Services	<input checked="" type="checkbox"/>
Grant and Loan Consulting	<input checked="" type="checkbox"/>	Construction Contract Management Services	<input checked="" type="checkbox"/>
Contract Development and Planning	<input checked="" type="checkbox"/>	Construction Inspection Services	<input checked="" type="checkbox"/>

Grants Management Services

- ✓ **Housing Rehabilitation** services assist with securing and administering federal and state programs to rehabilitate homes for low-to-moderate income households. Programs include the Community Development Block Grant (CDBG) Program, Neighborhood Stabilization Program, State Housing Initiative Program, and the Housing Choice Voucher (HCV) Program, formerly known as Section 8.
- ✓ **Neighborhood Revitalization** services provide assistance with securing and managing state and federal grant and loan programs for infrastructure improvements and developments for low-to-moderate income residential communities. Activities include, but are not limited to, water, wastewater, sidewalks, and beautification programs.
- ✓ **Economic Development** services establish public/private partnerships for the purpose of attracting businesses to locate and/or expand in a particular community. Economic Development includes Economic Development planning, securing much-needed resources for local communities and provides funding for infrastructure development programs and incentive packages for businesses job creation.
- ✓ **Commercial Revitalization** services include the development of applications for HUD CDBG Grant funding for limited rehabilitation and Façade improvements for designated downtown commercial areas.
- ✓ **Disaster Recovery** services provide comprehensive assistance to governmental entities for the implementation of large-scale federal disaster recovery programs such as the Community Development Block Grant (CDBG) Disaster Recovery Initiatives. Disaster Recovery projects include rehabilitation and housing replacement, rehabilitation of single family and multi-family housing units, infrastructure, public facilities & Affordable Housing.

- ✓ **Construction Management and Inspection** services provide construction inspection in the areas of federal and state funded housing and infrastructure projects to ensure grant related construction requirements are met. Also included are all services necessary to procure construction contractors, preparation of bid documents, bid construction contracts and manage construction contracts once awarded.
- ✓ **Intake and Eligibility** services assist governmental entities and private businesses serving governmental entities in the analysis of grant participants for eligibility in receiving grant assistance from federal and state programs in areas such as housing rehabilitation and disaster recovery. Also included is project analysis to ensure it meets all federal and state grant requirements for funding.
- ✓ **Environmental Review** assists with preparation of documents and/or oversight of contractors providing environmental review services necessary to receive a Finding of No Significant Impact for federally funded grant programs.
- ✓ **Davis-Bacon Labor Standards** includes all services necessary to ensure compliance with this standard on federally funded construction contracts. Services include, but are not limited to, ordering wage decisions, adding additional job classifications when needed, review of certified payrolls, on-site employee interviews, providing technical assistance to contractors, developing corrective action plans and ensuring all Davis-Bacon Labor Standard documents are included in bid documents.



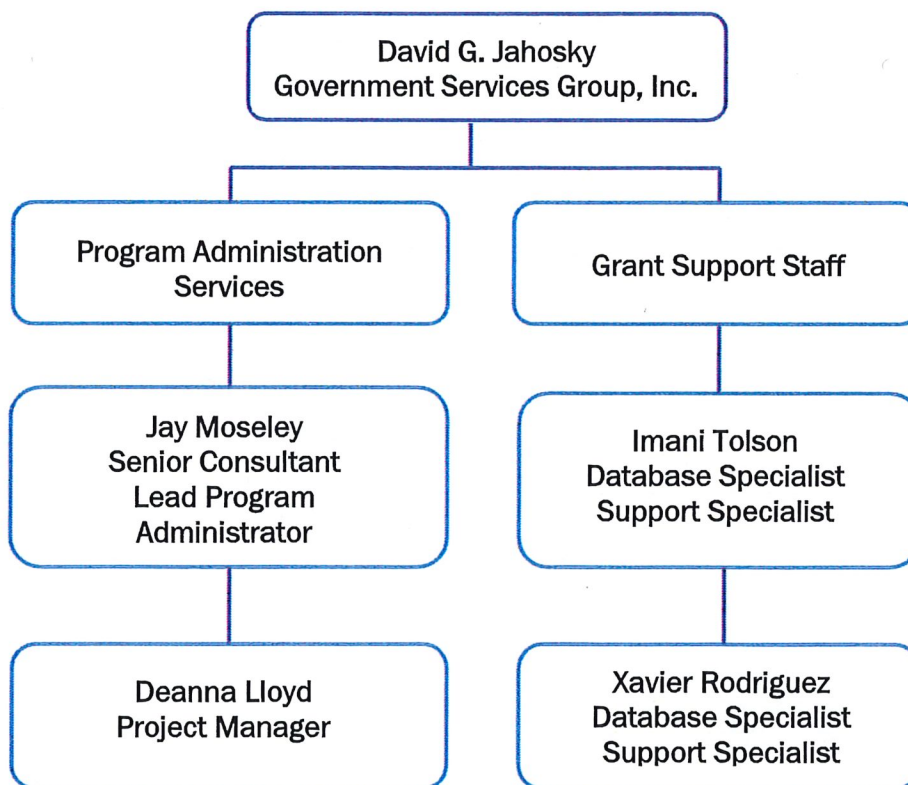
Key Staff and Qualifications

Organizational Chart

The GSG professionals that have been selected to meet the needs and goals of the City of Fort Pierce consist of highly skilled and experienced project managers and consultants as well as the support of database specialists. They are vastly experienced in evaluating the unique and dynamic characteristics associated with the administration of SHIP Housing Rehabilitation.

The project team assembled for this project has the capability and capacity to successfully provide uniquely focused and individually structured service solutions that are carefully integrated with the City's needs. Collectively, the project team has extensive experience working with state and local governments on SHIP Housing Rehabilitation Services.

Below is an organizational chart of GSG's Proposed Project Team.





Proposed Key Staff List

KEY TEAM MEMBERS	PROGRAM ROLE & YEARS OF EXPERIENCE	RELEVANT EXPERIENCE
James F. "Jay" Moseley Senior Consultant	Program Administrator 20	<ul style="list-style-type: none"> Attended numerous training programs for State of Florida - Department of Economic Opportunity grant related programs for application and implementation Certified Housing Rehabilitation Specialist HUD Certified Environmental Training Lead Based Paint Inspection and Risk Assessment Received special training in HUD Environmental Review Procedures and Requirements Certified Hurricane and Wind Mitigation Inspection
Deanna Lloyd Project Manager	Project Manager 20	<ul style="list-style-type: none"> Experienced grant writer and administrator for several GSG clients Certified in Green Building Practices Intergovernmental liaison and non-profit experience
SUPPORT PERSONNEL AVAILABLE		
Xavier Rodriguez Database Specialist	Support Specialist 10	<ul style="list-style-type: none"> Geographical Information Systems (GIS) Specialist Collaborates with Project Managers on the development of complex rule sets through data analysis Diagnose data needs and provide ongoing technical support for project requirements, and required outputs for client vendors
Imani Tolson Database Specialist	Support Specialist 12	<ul style="list-style-type: none"> Created, optimized, and maintained databases for analysis of projects with anywhere from hundreds of records to millions of records Established solid working relationships with Property Appraiser and Tax Collector offices throughout Florida while maintaining the consistency and accuracy of the data

Location & Accessibility

Our professionals are located in Longwood, Key West, Gainesville and Tallahassee, Florida. Team members travel throughout Florida on a regular basis. The project team is fully accessible and committed to spending as much time as needed in order to ensure the success of the program.

During the duration of the program, the Program Administrator, Jay Moseley will perform the requested and required services outlined in this Proposal from our Tallahassee and Gainesville office locations. GSG's corporate headquarters is located at 1500 Mahan Drive, Suite 250, Tallahassee, Florida. Our Gainesville office is located at 1223 NW 16th Avenue, Gainesville, Florida 32601. The Gainesville office will serve as the primary location. All support personnel are located a GSG's corporate headquarters in the Tallahassee office.



DAVID G. JAHOSKY

*Managing Director
Government and Community Services*

Government Services Group, Inc.
1500 Mahan Drive, Suite 250
Tallahassee, Florida 32308

Phone 407-629-6900
Fax 407-629-6963
Cell 407-383-9642
Email djahosky@govserv.com

Specialization

David specializes in critical funding and service delivery alternatives including government accounting and costing, cost optimization, performance measurement and policy development.

Professional Awards & Associations

- Association of Government Accountants
- Florida Government Finance Officers Association
- Project Management Institute

Professional Experience

- 20 years serving local and state governments.
- Invited speaker for Florida League of Cities, Court Clerks and Finance Officer Associations.
- KPMG National Instructor for Cost Optimization, Government Costing, and Project Management.
- Assessed various organizations management processes, including people, processes, and technology.
- Analyzed various state and local governments operating and capital costs, internal management practices, external reporting, and interagency billing practices. Analysis included peer comparison and explored opportunities to improve the efficiency of operations.

Background

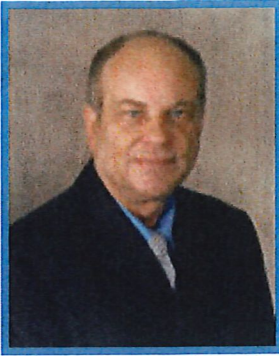
Mr. Jahosky oversees both the Government and Community Services Division of Government Services Group. David brings highly specialized experience helping local governments become more efficient and focused with everything from staffing analysis to program and infrastructure funding and accounting. From studies to identify costing optimization and revenue recovery to grant compliance and performance audits, David has helped local and state governments develop the processes and policies necessary for greater efficiency in both human and financial resources. As important, he's helped them develop performance measures to ensure that goals and projects are met. His experience supporting local governments uniquely qualifies him to facility community services including disaster recovery, neighborhood stabilization and revitalization and economic development. Frequently, these programs require extensive and specific auditing and compliance procedures—a highly specialized skill that Mr. Jahosky brings to Government Services Group and its clients.

Education

Mr. Jahosky has a Master's from the University of Florida in Public Administration and a Bachelor's Degree in Political Science.

Accomplishments

- Regional Engagement Director for over 40 performance audits of entities awarded grants from the U.S. Department of Energy (DOE) under the American Recovery and Reinvestment Act.
- David has supervised or prepared hundreds of city, county, special district, and state cost allocation plans in the United States.
- David recently served as the co-engagement partner for the engagement with the State of Georgia, Governor's Office of Workforce Development (GOWD). As part of this project, KPMG is assisting GOWD in the transition of the Workforce Investment Act (WIA) grant management responsibilities from the Georgia Department of Labor (GDOL) to GOWD.
- David previously served on a statewide project with the Florida Association of Court Clerks (FACC) to assess counties' compliance with Title IV-D (Child Support Enforcement). This project required onsite compliance assessments with all 67 county clerk offices throughout the State and coordination with the Florida Department of Revenue.
- David has led numerous management studies for state and local governments. These studies identified current service levels, development of key performance indicators, and opportunities to adjust service levels to increase effectiveness.



JAMES F. "JAY" MOSELEY

Senior Consultant

Government Services Group, Inc.
1500 Mahan Drive, Suite 250
Tallahassee, Florida 32308

Phone 850-681-3717
Fax 850-224-7206
Cell 352-278-6118
Email JMoseley@govserv.com

Specialization

Jay focuses on managing community development projects inclusive of disaster recovery, housing, infrastructure and economic development through the CDBG program.

Certifications & Training

- HUD Moseley Certified Environmental Training
- Lead Based Paint Inspection and Risk Assessment
- Certified Hurricane and Wind Mitigation Inspection
- Certified Housing Rehabilitation Specialist
- Attended numerous training programs for State of Florida – Department of Economic Opportunity grant related programs for application and implementation
- Received special training in HUD Environmental Review Procedures and Requirements

Professional Experience

- Developed home purchase guidelines for first time homebuyers for the City of Gainesville/ Alachua County SHIP program
- Conducted first time home buyer training classes regarding home inspection for Neighborhood Housing Development Corporation

Background

James F. "Jay" Moseley is a Senior Consultant for the Community Services Division at Government Services Group, Inc. (GSG). Mr. Moseley has over 20 years of experience in disaster recovery, housing rehabilitation, neighborhood stabilization, economic development, project administration and managing. Mr. Moseley began his career as a consultant; involved in grant related projects, government project administration and managing multiple projects within relevant grant related guidelines. Mr. Moseley was also the project inspector for Universal Engineering Sciences, Inc. In that role, he was responsible for inspecting major projects such as schools, hotels, conference centers, hospitals, and bridges. He inspected and reported on all aspects of the construction process including foundations, soils, concrete, structural steel, and roof systems. Along with inspections, his responsibilities included facilitation between the owners, engineers and contractors. He is currently involved in many disaster related projects throughout Florida.

Accomplishments

- Manages Neighborhood Stabilization projects in Citrus and Alachua Counties.
- Manages Housing Rehabilitation projects in Alachua and Wakulla Counties
- Manages DREF project in St. Lucie County.
- Managed previous disaster projects after multiple hurricanes in 2004.
- Managed disaster recovery projects in Desoto County and Charlotte after Hurricane Charley.
- Provided construction management, inspection and Davis-Bacon Compliance monitoring in Lake Butler for the City's Commercial Revitalization CDBG project.
- Managed disaster recovery projects in Key West after Hurricane Wilma. Projects included single and multi-family projects.
- Managed multiple housing projects for Alachua County and Jefferson County, along with a disaster project in Jefferson County after Hurricane Fay.



IMANI TOLSON

Database Analyst

Government Services Group, Inc.
1500 Mahan Drive, Suite 250
Tallahassee, Florida 32308

Phone 850-681-3717
Fax 850-224-7206
Email itolson@govserv.com

Specialization

Imani is responsible for the design and implementation of data solutions and assessment data management.

Professional Experience

- Conducted financial analysis in the Actuarial/Underwriting Department for Capital Health Plan
- Served as Financial Analyst II in the Actuarial Department for Liberty Mutual

Technical Skills

- Languages: SQL, SAS, VBA
- Software: Microsoft Word, Excel, PowerPoint, Access
- Systems: Windows (98, 2000, Server 2003, XP, Vista, 7)

Background

Imani Tolson is a Database Analyst in the Government Services Division at Government Services Group, Inc. (GSG). Mr. Tolson has over 9 years of data management experience, first, working as an actuarial financial analyst and now, assisting in the design and implementation of data solutions and assessment data management tools for GSG clients. In his prior employment, he developed, created and documented complex financial analysis for various projects including: large claims emergence, excess model monitoring, bankruptcies, buyouts, development factors, forecasting, investment income calculations, payout patterns, profit analysis, reinsurance, and security reviews. Mr. Tolson's expertise has enabled management and other staff to assess, implement and monitor strategic initiatives and operational plans.

Education

Mr. Tolson has a Bachelor of Science (BS) in Finance with a minor in Economics from Truman State University. He also holds a Bachelor of Science (BS) in Information Technology from Devry University and a Master of Business Administration (MBA) from Keller Graduate School of Management.

Accomplishments

- Developed and implemented numerous assessment programs throughout the state of Florida.
- Created, optimized, and maintained databases for analysis of projects with anywhere from hundreds of records to millions of records.
- Established solid working relationships with Property Appraiser and Tax Collector offices while maintaining the consistency and accuracy of the data exported to them, which results in an additional \$15 million+ of annual revenue for many districts, cities, and counties throughout the state of Florida.
- Generated software applications/models such as Jumbo Claims to monitor claims for 1Mil+ and Loss Difference. These reports monitored monthly changes above \$500k+, WCXS claims for \$100k+, \$250k+, \$500k+, and \$1Mil+ for areas such as California, Texas, and Florida. Conducted follow up and data verification as needed.
- Led team in creating revenue optimization program. Worked with multiple departments to recover lost revenue. Ultimately recovered \$1.2 million in revenue for 2009 – 2010.



XAVIER RODRIGUEZ

Database Analyst

Government Services Group, Inc.
1500 Mahan Drive, Suite 250
Tallahassee, Florida 32308

Phone 850-681-3717
Fax 850-224-7206
Cell 850-228-1629
Email XRodriguez@govserv.com

Specialization

Xavier Rodriguez is responsible for ensuring the accurate development and maintenance of project data.

Professional Experience

- Administered system program assessments for Florida Agency for Health Care Administration
- Specialized in planning and evaluation for the Florida Department of Health

Technical Skills

- Languages: C++, Java, JavaScript, PHP, SQL, Visual Basic, XHTML
- Networking: TCP/IP, DNS, DHCP, IIS, FTP, SFTP
- Software: Adobe Suite (Dreamweaver, Photoshop, Illustrator), Business Intelligence, ERSI ArcGIS, I2
- Analyst's Notebook, MS Visual Studio, MS SQL Server, MS Office Suite (Access, Excel, Project, Visio)
- Systems: Windows (98, 2000, Server 2003, XP, Vista, 7)

Background

Xavier Rodriguez is a Database Analyst in the Government Services Division at Government Services Group, Inc. (GSG). With over 10 years experience in intelligence analysis, Mr. Rodriguez understands geographical information systems (GIS) and solves a wide range of practical problems through location analytics. As a database analyst, he is responsible for ensuring the accurate development and maintenance of project data for GSG clients. Mr. Rodriguez defines and manages database organization, standards, controls and procedures. Prior to GSG, Mr. Rodriguez provided complex computer-programming support for full-scale fraud and abuse investigations.

Education

Mr. Rodriguez has a Bachelor of Science (BS) degree in Information Technology from Florida State University.

Accomplishments

- Obtain real property data maintained by County Property Appraisers.
- Collaborate with project managers on the development of complex rule sets through data analysis.
- Design, develop and maintain web applications.
- Devise and create necessary visual maps and graphs, using GIS software, related applications and map datasets.
- Diagnose data needs and provide ongoing technical support for project requirements, and required outputs for client vendors.
- Assisted with audit of Medicaid claims recovering millions worth of Medicaid overpayment.
- Accelerated management reviews by acquiring, storing, organizing, and delivering information.
- Designed and streamlined complex work processes causing 80% more efficiency.



DEANNA LLOYD

Project Manager

Government Services Group, Inc.
22968 Overseas Hwy
Cudjoe Key, Florida 33042

Phone 305-745-2062
Fax 305-745-2064
Email DLloyd@govserv.com

Specialization

Deanna Lloyd assists GSG clients with CDBG program administration and the implementation of various grant-funded projects.

Certifications

- Green Building Practices

Professional Experience

- Over 20 years experience in grant administration
- Former Executive Director of non-profit organization Florida Keys Land and Sea Trust

Background

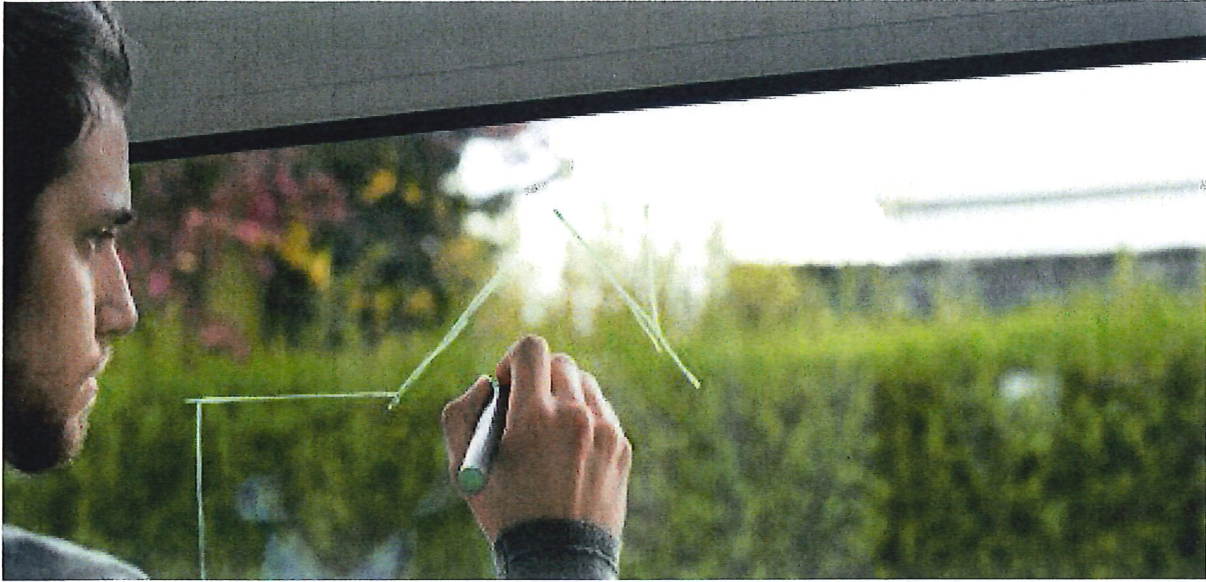
Deanna Lloyd is a Project Manager within the Community Services Division of Government Services Group, Inc. (GSG). Ms. Lloyd has more than 20 years of experience in grant administration. Her experience with local government includes working directly with the Building, Planning and Land Use Departments, plus serving as a County Grants Manager for over ten years. Her tenure as Grants Manager provided her with a detailed understanding of County operations. She has conducted funding research through project implementation until program close-out and has worked with housing, environmental and recreational programs throughout Monroe County. Ms. Lloyd's knowledge of non-profit administration and the challenges they face, as well as her wide range of administrative experience, brings another level of expertise to GSG clients.

Education

Ms. Lloyd has completed course work in Elementary Education and History at Ohio University and has completed successful course work in Business Management at Florida Keys Community College and St. Leo University.

Accomplishments

- Assists in the implementation of program administration requirements for housing rehabilitation, neighborhood revitalization and other various economic development projects in the Monroe County, Key West, City of Marathon and Village of Islamorada.
- Serves as the Key West office liaison for GSG clients in the Florida Keys. Facilitates all management and administrative needs such as drafting grant proposal correspondence, undertaking associated tasks upon grant award, maintaining program files, configures files for audit review and executes daily operation tasks.
- Communicates with homeowners and project-related individuals. Evaluates project-related information and documentation while maintaining program files.
- Prepares grant applications for the development of affordable housing.
- Served as the chief administrator of non-profit organization, led and supervised a staff of 8 employees.
- Developed partnerships to provide historical, cultural, environmental, and educational programs to Monroe County residents and visitors to the Florida Keys.



Comprehensive SHIP Project List (Since 2008)

Taylor County – SHIP Project Administrator

Wakulla County - SHIP Project Administrator

Jefferson County - SHIP Project Administrator

Alachua County – SHIP Inspections, Project Management – SHIP Match Programs for CDBG

Citrus County – SHIP Match Programs for CDBG

Various Other SHIP Programs as CDBG Matching Grants



Project Approach

GSG will develop and distribute a SHIP application that will include all SHIP requirements in order to qualify each household for meeting income requirements. We will then develop files that include all 3rd party income documentation and SHIP Certifications that the SHIP program requires. This will be inclusive of all collection efforts to qualify households such as contact with employers, banks, and other sources of income.

Once each household is qualified, we will assist in developing individual scopes of work for each house and assist in preparation of bid documents that meet City requirements. This effort will include at least one inspection of each residence to verify the intended scope of work. Other inspections will be performed as necessary to insure completeness of bid documents. As we understand the intentions of this program, the work will be limited to exterior repairs and renovations and no interior work is anticipated.

Work Plan:

October – December 2017 – Income Qualify 12 Households, and develop scope of work for bidding.

January – March 2018 – Income Qualify 12 Households, and develop scope of work for bidding.

April – June 2018 – Income Qualify 11 Households, and develop scope of work for bidding.

This work plan is very flexible and can be adjusted in order to speed up the work, or slowed down as necessary to meet the City's needs.

Forms Attached

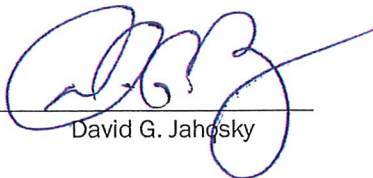
CONFLICT OF INTEREST STATEMENT

STATE OF FLORIDA
COUNTY OF LEON

Before me the undersigned authority, personally appeared David G. Jahosky, who was duly sworn, deposes and states:

1. I am the Managing Director of Government Services Group, Inc., located at 1500 Mahan Drive, Suite 250, Tallahassee, Florida 32308.
2. The above named entity is submitting a Proposal for the City of Fort Pierce, Florida described as:
Request for Proposals: RFP No. 2017-0311- Project Delivery Services For Ship Housing Rehabilitation Program
3. The Affiant has made diligent inquiry and provides the information contained in this Affidavit based upon affiant's own knowledge.
4. The Affiant states that only one submittal for the above proposal is being submitted and that the above named entity has no financial interest in other entities submitting proposals for the same project.
5. Neither the Affiant nor the above named entity has directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraints of free competitive pricing in connection with the entity's submittal for the above proposal. This statement restricts the discussion of pricing data until the completion of negotiations, if necessary, and execution of the Contract for this project.
6. Neither the entity nor its affiliates, or any one associated with them, is presently suspended or otherwise ineligible from participation in contract letting by any local, State, or Federal Agency.
7. Neither the entity, nor its affiliates, nor any one associated with them have any potential conflict of interest due to any other clients, contracts, or property interests for this project.
8. I certify that no member of the entity's ownership or management is presently applying for an employee position or actively seeking an elected position with the City of Fort Pierce, Florida.
9. I certify that no member of the entity's ownership or management, or staff has a vested interest in any aspect of the City of Fort Pierce, Florida.
10. In the event that a conflict of interest is identified in the provision of services, I, on behalf of the above named entity, will immediately notify the City of Fort Pierce, Florida.

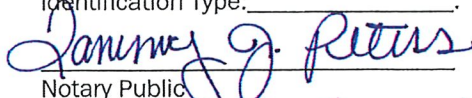
Dated this 18 day of September, 2017.



 David G. Jahosky

Sworn to and subscribed before me this 18 day of September, 2017.

Personally known
 Or produced identification _____
 Identification Type: _____


 Notary Public
 State of Florida
 My Commission Expires: August 31, 2021

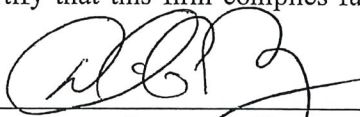


DRUG-FREE WORK PLACE FORM

The undersigned vendor in accordance with Florida Statute 287.087 hereby certified that
Government Services Group, Inc. 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 proposed a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

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



Proposer's Signature

9/25/2017

Date

Request for Taxpayer Identification Number and Certification

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

Print or type See Specific Instructions on page 2.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Government Services Group, Inc.		
	2 Business name/disregarded entity name, if different from above		
	3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ <small>Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.</small> <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.) 1500 Mahan Drive, Suite 250	Requester's name and address (optional)	
	6 City, state, and ZIP code Tallahassee, Florida 32308		
	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 Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number								
or								
Employer identification number								
5	9	-	3	4	1	9	1	05

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 on page 3.

Sign Here	Signature of U.S. person ▶	Date ▶ 09/19/2017
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General Instructions

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

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

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? on page 2.

By signing the filled-out form, you:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- 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
- 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?* on page 2 for further information.



RFP RESPONSE FORM



RFP Item	PROJECT DELIVERY SERVICES for SHIP HOUSING REHABILITATION PROGRAM		
RFP Number	2017-031	Due Date & Time	SEPTEMBER 27, 2017 - 3:00PM

The offerer agrees to furnish the following items or services to the City of Fort Pierce, in accordance with specifications herein at the prices quoted below:

ITEM DESCRIPTION		
	Provide application intake and verification process, as needed, to qualify 35 (thirty-five) Extremely Low/Very Low and Low Income City of Fort Pierce home owners to Participate in SHIP Owner-Occupied Housing Rehabilitation Program, per City of Fort Pierce Local Housing Assistance Plan (LHAP) and State Housing Finance Corporation State Housing Initiatives Partnership (SHIP) program guidelines.	
	Provide file setup and records management per SHIP and City of Fort Pierce guidelines provided herein.	
	<i>Price - For Each Approved Applicant</i>	\$ 1,800
	<i>Total Price - Complete Project</i>	\$ 63,000

The Bidder hereby acknowledges receipt of the following addenda:

ADDENDUM NO.	ADDENDUM DATE

Vendor Government Services Group, Inc.

Address 1500 Mahan Drive Suite 250

City, State, Zip Code Tallahassee, FL, 32308

Email Address djahosky@govserv.com

Typed Name, Title, David G. Jahosky, Managing Director,

Signature  Date 9/25/2017

Telephone # 407-383-9642 Fax # 850-224-7206

(*Please include Remit to address if different than address stated above)

Remit To: _____

Check block below for applicable minority indicator:

- Asian Indian
 Black
 Asian Pacific
 Hispanic
 Native American
 Small Business
 Women Owned
 Small Disadvantage Business

**SWORN STATEMENT CONCERNING
PUBLIC ENTITY CRIMES**

The City of Fort Pierce, Florida has elected to follow section 287.133, Florida Statutes, concerning Public Entity Crimes. Accordingly, this form must be signed and sworn to in the presence of a notary public or other official authorized to administer oaths.

1. This sworn statement is submitted to the City of Fort Pierce by David G. Jahosky Managing Director for Government Services Group, Inc., whose business address is 1500 Mahan Drive, Suite 250, Tallahassee, Florida 32308 and its Federal Employer Identification Number (FEIN) is 59-3419105.
2. I understand that a "public entity crime" as defined in Paragraph 287.133(l)(g), Florida Statutes, means a violation of any state or federal law by a person with respect 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, any lease for real property, or any contract for the construction or repair of a public building or public work, involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 - a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The terms "affiliate" includes those officers, directors, executive, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
5. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.

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

- Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has 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 its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.
- The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officers of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (attach a copy of the final order)

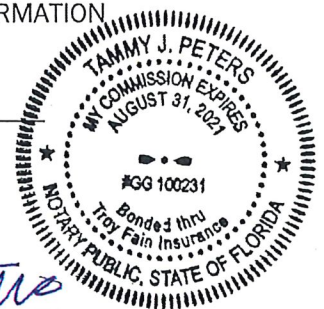
6. I understand that "judgment" as defined in paragraph 55.01, Florida State Statutes, means any sum of money that was awarded by judgment against any person(s) or entity under the control of any natural person who is active in the management of the entity.

Has your entity or person(s) in management had judgment entered against it?

- No
- Yes (If yes, provide a copy or the judgment)

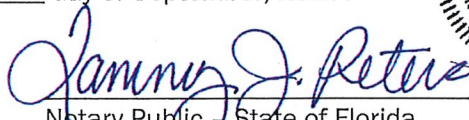
I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.


(SIGNATURE)



Sworn to and subscribed before me this 18 day of September, 2017.

Personally known ✓
Or produced identification _____


Notary Public - State of Florida
My Commission Expires: August 31, 2021



REFERENCE CHECK FORM

RFP No: <u>2017-031</u>	Title: <u>PROJECT DELIVERY SERVICES FOR SHIP HOUSING REHABILITATION PROGRAM</u>	
Bidder/Respondent Name: <u>Government Services Group, Inc.</u>		
Reference Company Name: <u>Taylor County</u>		
Telephone Number: <u>850-838-3553</u>	Fax Number: <u>850-838-3563</u>	
Contact Name: <u>Melody Cox</u>	Email: <u>melody.cox@taylorcountygov.com</u>	

Reference Instructions: Submit a minimum of three (3) References. Fill out top portion only one per Reference. The City of Fort Pierce will send forms to the referenced company after the City's receipt of form in the Bid.

The above company submitted a proposal to general contracting services to the City of Fort Pierce. He/she listed you as a reference. Please complete the questions below and fax back to (772) 467-3848.

• When did this company work for you? From: _____ To: _____

• How would you describe the Contractor:

Quality of Work: _____

Dependability: _____

Integrity of owner and employees: _____

What areas could he/she improve upon? _____

Would you contract with this Contractor again? Yes No Maybe

• On a scale of 1 to 5, how would you rate his/her work in general? 1 2 3 4 5

• Add any information/comments that might help us evaluate their ability to perform for us?



REFERENCE CHECK FORM

Bid No: <u>2017-031</u>	Title: <u>PROJECT DELIVERY SERVICES FOR SHIP HOUSING REHABILITATION PROGRAM</u>
Bidder/Respondent Name: <u>Government Services Group, Inc.</u>	
Reference Company Name: <u>Town of Lacrosse</u>	
Telephone Number: <u>386-462-2784</u>	Fax Number: <u>386-462-5905</u>
Contact Name: <u>Lee Forzly</u>	Email: <u>lacrosse386@windstream.net</u>

Reference Instructions: Submit a minimum of three (3) References. Fill out top portion only one per Reference. The City of Fort Pierce will send forms to the referenced company after the City's receipt of form in the Bid.

The above company submitted a proposal to general contracting services to the City of Fort Pierce. He/she listed you as a reference. Please complete the questions below and fax back to (772) 467-3848.

- When did this company work for you? From: _____ To: _____
 - How would you describe the Contractor:
Quality of Work: _____

Dependability: _____

Integrity of owner and employees: _____

What areas could he/she improve upon? _____

- Would you contract with this Contractor again? Yes No Maybe
- On a scale of 1 to 5, how would you rate his/her work in general? 1 2 3 4 5
 - Add any information/comments that might help us evaluate their ability to perform for us?



REFERENCE CHECK FORM

Bid No: 2017-031 Title: PROJECT DELIVERY SERVICES FOR SHIP HOUSING REHABILITATION PROGRAM
Bidder/Respondent Name: Government Services Group, Inc.
Reference Company Name: St. Lucie County
Telephone Number: 772-462-2375 Fax Number: 772-462-2855
Contact Name: Diana Wesloski Email: WesloskiD@stlucieco.org

Reference Instructions: Submit a minimum of three (3) References. Fill out top portion only one per Reference. The City of Fort Pierce will send forms to the referenced company after the City's receipt of form in the Bid.

The above company submitted a proposal to general contracting services to the City of Fort Pierce. He/she listed you as a reference. Please complete the questions below and fax back to (772) 467-3848.

When did this company work for you? From: To:

How would you describe the Contractor:

Quality of Work:

Dependability:

Integrity of owner and employees:

What areas could he/she improve upon?

Would you contract with this Contractor again? Yes No Maybe

On a scale of 1 to 5, how would you rate his/her work in general? 1 2 3 4 5

Add any information/comments that might help us evaluate their ability to perform for us?



REFERENCE CHECK FORM

Bid No: <u>2017-031</u>	Title: <u>PROJECT DELIVERY SERVICES FOR SHIP HOUSING REHABILITATION PROGRAM</u>
Bidder/Respondent Name: <u>Government Services Group, Inc.</u>	
Reference Company Name: <u>Town of Lacrosse</u>	
Telephone Number: <u>386-462-2784</u>	Fax Number: <u>386-462-5905</u>
Contact Name: <u>Lee Forzly</u>	Email: <u>lacrosse386@windstream.net</u>

Reference Instructions: Submit a minimum of three (3) References. Fill out top portion only one per Reference. The City of Fort Pierce will send forms to the referenced company after the City's receipt of form in the Bid.

The above company submitted a proposal to general contracting services to the City of Fort Pierce. He/she listed you as a reference. Please complete the questions below and fax back to (772) 467-3848.

• When did this company work for you? From: 10/22/2015 To: 10/24/2017

• How would you describe the Contractor:

Quality of Work: Excellent

Dependability: Excellent

Integrity of owner and employees: Excellent

What areas could he/she improve upon? NONE - Jay kept me up to DATE ON ALL INFORMATION

Would you contract with this Contractor again? Yes No Maybe

• On a scale of 1 to 5, how would you rate his/her work in general? 1 2 3 4 5

• Add any information/comments that might help us evaluate their ability to perform for us?

I was new at processing permits - with Jay's help I never felt insecure - we worked together beautifully - He is well organized and our experience made this process "A breeze" - I highly recommend Jay Masdey!
Lee Forzly 10/14/2017



REFERENCE CHECK FORM

Bid No: 2017-031 Title: PROJECT DELIVERY SERVICES FOR SHIP HOUSING REHABILITATION PROGRAM
 Bidder/Respondent Name: Government Services Group, Inc.
 Reference Company Name: St. Lucie County
 Telephone Number: 772-462-2375 Fax Number: 772-462-2855
 Contact Name: Diana Wesloski Email: WesloskiD@stlucieco.org

Reference Instructions: Submit a minimum of three (3) References. Fill out top portion only one per Reference: The City of Fort Pierce will send forms to the referenced company after the City's receipt of form in the Bid.

The above company submitted a proposal to general contracting services to the City of Fort Pierce. He/she listed you as a reference. Please complete the questions below and fax back to (772) 467-3848.

- When did this company work for you? From: 12/13/05 To: 12/2016
- How would you describe the Contractor:

Quality of Work: Complete all projects great Management Skills. Cost conscience, while maintaining a positive attitude.
 Dependability: Always available responsible in keeping up with projects, keeping up abreast of any changes.
 Integrity of owner and employees: SLC built and gained a good relationship over the years, while working together on various projects
 What areas could he/she improve upon? N/A

Would you contract with this Contractor again? Yes No Maybe

• On a scale of 1 to 5, how would you rate his/her work in general? 1 2 3 4 5

• Add any information/comments that might help us evaluate their ability to perform for us?
GSG worked as Meridian Community Services Group under various grant contracts beginning in 2005. Most recently GSG provided grant writing services for CDB & Small Cities, resulted in grant award for SLC \$ 750,000.

}
NSP
AOS
CDBG



REFERENCE CHECK FORM

RFP No: 2017-031 Title: PROJECT DELIVERY SERVICES FOR SHIP HOUSING REHABILITATION PROGRAM

Bidder/Respondent Name: Government Services Group, Inc.

Reference Company Name: Taylor County

Telephone Number: 850-838-3553 Fax Number: 850-838-3563

Contact Name: Melody Cox Email: melody.cox@taylorcountygov.com

Reference Instructions: Submit a minimum of three (3) References. Fill out top portion only one per Reference. The City of Fort Pierce will send forms to the referenced company after the City's receipt of form in the Bid.

The above company submitted a proposal to general contracting services to the City of Fort Pierce. He/she listed you as a reference. Please complete the questions below and fax back to (772) 467-3848.

When did this company work for you? From: 2007 To: Current (Mention at that time)

How would you describe the Contractor:

Quality of Work: Very good - accurate and excellent reporting to state. Very responsive to any questions of concerns

Dependability: Excellent !!

Integrity of owner and employees: We have always been pleased with the services provided by GSG and enjoy working with Jay Mosley.
What areas could he/she improve upon? We have no complaints !!

Would you contract with this Contractor again? Yes No Maybe

On a scale of 1 to 5, how would you rate his/her work in general? 1 2 3 4 5

Add any information/comments that might help us evaluate their ability to perform for us?
We have truly enjoyed our relationship with GSG and Jay Mosley.

Melody Cox

CITY OF FORT PIERCE BIDDER'S CHECKLIST

This checklist is provided to assist each Bidder in the preparation of their bid response. Included in this checklist are important requirements, which is the responsibility of each Bidder to submit with their response in order to make their response fully compliant. This checklist is only a guideline, it is the responsibility of each Bidder to read and comply with the Invitation to Bid in its entirety.

Check "Yes" or "No" to each of the following:

	YES	NO
Is Invitation to Bid cover page (page 1) completed, signed and attached?	✓	_____
Is RFP Response Form completed, signed and attached?	✓	_____
Is W-9 Form completed, signed and attached?	✓	_____
All prices have been reviewed for mathematical accuracy, all price corrections initialed, and all price extensions and totals thoroughly checked.	✓	_____
Include proof of proper licensing as stated in bid documents.	✓	_____
Include proof of proper insurance as stated in bid documents.	✓	_____
Bid envelope is marked accordingly.	✓	_____
Is Drug-Free Work Place form signed and enclosed?	✓	_____
Is Debarment form signed and enclosed?	✓	_____
Are three (3) complete bid packages included (one original and two copies)?	✓	_____
Is each Bid Addendum (when issued) signed and included?	✓	_____

PLEASE SIGN AND RETURN WITH BID _____



2016-17

CITY OF TALLAHASSEE BUSINESS TAX CERTIFICATE
LOCAL BUSINESS TAX RECEIPT

2016-17

TAX CERTIFICATE EXPIRES SEPTEMBER 30, 2017

Account Number: 38098

DBA: GOVERNMENT SERVICES GROUP, INC

Location 1500 MAHAN DR #250

Address: TALLAHASSEE FL 32301

Type Code	Sub Code:	Type Description:
850	J	Service - Consultants

GOVERNMENT SERVICES GROUP, INC
ROBERT SHEETS

The firm, corporation, organization, business or individual whose name appears herein has paid a business tax for the business activities indicated above, subject to city, state and federal laws. This certificate must be conspicuously displayed at the location of the business activity. A change of location from the stated business location on this certificate as well as a change in ownership requires a transfer. (See reverse side.)

State of Florida

Department of State

I certify from the records of this office that GOVERNMENT SERVICES GROUP, INC. is a corporation organized under the laws of the State of Florida, filed on December 31, 1996.

The document number of this corporation is P96000104587.

I further certify that said corporation has paid all fees due this office through December 31, 2017, that its most recent annual report/uniform business report was filed on January 23, 2017, and that its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Twenty-third day of January,
2017*



Ken DeJager
Secretary of State

Tracking Number: CC4061486788

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

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