



230 North Tubb Street
P.O. Box 98
Oakland, Florida 34760
407- 656-1117 (voice)

TOWN COMMISSION MEETING AGENDA

FEBRUARY 24, 2026 – 7:00 P.M.
OAKLAND MEETING HALL
221 N. ARRINGTON STREET, OAKLAND, FL 34760
(Details to view meeting through Zoom are at bottom of agenda)

All hearings are open to the public. Any interested party is invited to offer comments about any agenda items in-person at the meeting or in advance by 5:00 p.m. on Monday, February 23, 2026, in writing to the Town of Oakland, PO Box 98, Oakland, FL 34760, or by e-mail to kheard@oaklandfl.gov. Any person needing special accommodations to attend a meeting must contact the Town Clerk at 407-656-1117 x2110 at least 48 hours before the meeting.

1. CALL TO ORDER:

Pledge of Allegiance and Invocation

2. ROLL CALL: Town Clerk

3. PROCLAMATIONS:

- Proclamation – Women’s History Month - March
- Proclamation – Government Finance Professionals Week – March 16 - 20

4. CONSENT AGENDA:

- a. Approval of February 10, 2026, Town Commission Regular Meeting Minutes.
- b. Approval of Two (2) Additional Out-of-Field Teachers.
- c. Approval to Hire Johnnell Kemp as Public Works Director.
- d. Approval to Award Bid #2026-02 Intersection Improvements.
- e. Approval of the Healthy West Orange Trails Connection Grant Agreement.
- f. Approval of Fixed Asset Disposals for Fiscal Year 2024-2025.

5. PUBLIC FORUM:

(For addressing matters not on the agenda. Public may be limited to three minutes.)

6. TOWN MANAGER & DEPARTMENT REPORTS:

Manager and Staff Reports

7. MAYOR & COMMISSION REPORTS:

8. ADJOURNMENT

NOTICES:

In accordance with Florida Statutes 286.0105, if any person decides to appeal any decision made by the Town Commission with respect to any matter considered at this meeting, they will need a record of the proceedings, and for that purpose they may need to ensure that a verbatim record of the proceedings is made, which record may include the testimony and evidence upon which the appeal is to be based. The Town of Oakland does not prepare or provide such record.

This meeting will be held as an in-person meeting and livestreamed to Zoom. Attendees may watch the livestream of the meeting via the Zoom link below; however, attendees will be in listen-only mode and will not have the opportunity to provide public comment virtually. Any interested party is invited to offer comments about any agenda items in-person at the meeting or in advance by 5:00 p.m. the day before the meeting in writing to the Town of Oakland, PO Box 98, Oakland, FL 34760, or by e-mail to kheard@oaklandfl.gov.

Zoom Instructions:

Please click the link below to join the meeting:

<https://us02web.zoom.us/j/84456679520>

Passcode: ihQ6X4

Phone one-tap:

+13052241968,,84456679520#,,,,*176923# US

Join via audio:

+1 305 224 1968 US

Webinar ID: 844 5667 9520

Passcode: 176923

TOWN OF OAKLAND
WOMEN'S HISTORY MONTH

WHEREAS, Women's History Month is an opportunity to celebrate and honor women and girls of every race, class, and ethnic background who lead and contribute to the growth and strength of our nation and its communities; and

WHEREAS, American women have played and continue to play critical economic, cultural, and social roles in every sphere of the life of the Nation by constituting a significant portion of the labor force working inside and outside of the home; and

WHEREAS, American women have played a unique role throughout the history of the Nation by providing a majority of the volunteer labor force of the Nation; and

WHEREAS, American women were particularly important in the establishment of early charitable, philanthropic, and cultural institutions in our Nation; and

WHEREAS, American women have been leaders, not only in securing their own rights of suffrage and equal opportunity, but also in the abolitionist movement, the emancipation movement, the industrial labor movement, the civil rights movement, and other movements, especially the peace movement, which create a more fair and just society for all;

NOW, THEREFORE, I, Shane Taylor, on behalf of the Town of Oakland Commission, do hereby recognize March 2026 as Women's History Month, and I call this observance to the attention of all of our citizens.

IN WITNESS WHEREOF, I hereunto have set my hand and caused the Seal of the Town of Oakland to be affixed on February 24, 2026.

TOWN OF OAKLAND:

Shane Taylor, Mayor

ATTEST:

Kathy Heard, CMC, Town Clerk

TOWN OF OAKLAND
GOVERNMENT FINANCE PROFESSIONALS WEEK

WHEREAS, The Florida Government Finance Officers Association is a professional association founded in 1937 and serves more than 3,300 professionals from state, county and city governments, school districts, colleges and universities, special districts and private firms; and

WHEREAS, the FGFOA is dedicated to being your professional resource by providing opportunities through education, networking, leadership and information; and

WHEREAS, this Government Finance Professionals Week, sponsored by the FGFOA and all of its member governmental organizations, is a weeklong series of activities aimed at recognizing government finance professionals and the vital services that they provide to our state and our community.

NOW, THEREFORE, I, Shane Taylor, by virtue of the authority vested in me as Mayor of the Town of Oakland, Florida and on behalf of the entire Town Commission, do hereby Proclaim the week of March 16 through March 20, 2026, as Government Finance Professionals Week in the Town of Oakland and extend our appreciation to all government finance professionals throughout the state and here in the Town of Oakland for their hard work, dedication and leadership.

IN WITNESS WHEREOF, I hereunto have set my hand and caused the Seal of the Town of Oakland to be affixed this 24th day of February 2026.

TOWN OF OAKLAND:

Shane Taylor, Mayor

ATTEST:

Kathy Heard, CMC, Town Clerk

**TOWN COMMISSION REGULAR MEETING MINUTES
TUESDAY, FEBRUARY 10, 2026
7:00 P.M.
OAKLAND MEETING HALL**

CALL TO ORDER:

This meeting was held in-person and livestreamed as a Zoom webinar. Mayor Taylor called the regular meeting to order at 7:00 p.m. This was followed by the Pledge of Allegiance and Invocation by Commissioner McMullen.

ROLL CALL:

COMMISSIONERS PRESENT: Commissioner Keller
 Vice Mayor Satterfield
 Commissioner McMullen
 Mayor Taylor

COMMISSIONERS ABSENT: Commissioner Ramos

PRESENTATIONS:

Police Department 4th Quarter Awards

Chief Esan presented the Oakland Police Department 4th Quarter 2025 Awards.

Award of Commendation – Chief Esan awarded **Officer Hall** the Award of Commendation for his compassionate response in assisting a young juvenile who had been taken advantage of. Several weeks after the incident, Officer Hall followed up with the juvenile to check on their well-being and offer mentorship and support, which is the type of community policing the Town is known for.

Award of Commendation – Chief Esan awarded **Corporal Dozier** and **Officer Hayes** the Award of Commendation in recognition of their successful de-escalation of an armed individual attempting to carry out a tragic suicide-by-officer incident. They were able to separate the individual from the firearm and ensured their safe transfer to a mental health facility.

Award of Commendations – Chief Esan awarded **Officer Fernandez** two (2) Awards of Commendations for her (1) compassionate response in calming a traumatized assault victim, enabling the victim to recall and articulate the details of the incident; and (2) for assisting the Winter Garden Police Department in locating a runaway autistic juvenile, demonstrating awareness, creativity, and compassion when she was unable to use her radio or phone due to her location.

Community Service Award – Chief Esan awarded **Deputy Chief Bryant, Lieutenant Castro, Corporal Dozier, Corporal Edwards, Officer Fernandez, Corporal Fisher, Sergeant Gau, Officer Lake, Officer Ricks, Officer Rojas, Officer Hall, Executive Assistant to the Chief of Police Quinn & Grants and Communications Manager Sims** with the Community Service Award in recognition of their participation in the Shop with a Cop program. Their selflessness and willingness to engage with each child and their family members exemplified their commitment to community service. This event highlighted the positive relationship between the department and the Oakland community.

Officer of the Quarter – Chief Esan awarded **Lieutenant Castro** the Officer of the 4th Quarter Award for his leadership in coordinating the 3rd Annual 5-K with the 5-0, which drew more than 150 participants and generated thousands of dollars to support the Shop with a Cop program. This event represents a year-round effort involving extensive networking, sponsor meetings, and coordination. Through his outreach efforts, Lieutenant Castro also secured four retired police vehicles from a neighboring agency.

Officer of the Year – Chief Esan awarded **Corporal Dozier** the Officer of the Year Award for 2025 in recognition of his outstanding achievements, strong community connections, and his willingness to go above and beyond in the performance of his duties, even under challenging circumstances, while continually striving for professional growth.

CONSENT AGENDA:

- a. Approval of the January 27, 2026, Town Commission Regular Meeting Minutes.
- b. Approval to Cancel the March 10, 2026 Town Commission Regular Meeting.
- c. Approval to Dispose of Town-Owned Assets.
- d. Approval of the 2026-2027 Oakland Avenue Charter School Year Calendar.

Mayor Taylor announced the items on the consent agenda and asked if any commissioners had any questions and/or comments. No questions or comments were received and the Mayor asked for a motion.

MOTION was made by Vice Mayor Satterfield, seconded by Commissioner McMullen to approve the Consent Agenda items.

AYE: Keller, McMullen, Satterfield, Taylor

NAY: None

MOTION PASSED with 4 Ayes, 0 Nays with Commissioner Ramos absent.

PUBLIC FORUM:

Mayor Taylor opened the floor for public comment.

Norine Dworkin, Editor in Chief, VoxPopuli, announced VoxPopuli will be hosting a virtual candidate forum over Zoom on February 25th at 7:00 pm. Residents are encouraged to submit questions for the candidates to norine@wintergardenvox.com. She stated registration is required in order to control the virtual room. If anyone has issues registering, please contact her at the email stated. The forum will be recorded for viewers who are unable to view it live.

Louis Smith, 316 N. Tubb Street, stated the individuals he spoke about at the last meeting at the vape store live in a camp site in Winter Garden, and he will not be pursuing any action against them.

With no further public coming forward, the floor was closed.

TOWN MANAGER/DEPARTMENT HEAD REPORTS:

Town Manager Hui stated she along with Mayor Taylor and Commissioner McMullen were present in Tallahassee on January 28th for Legislative Action Day. They were able to speak to representatives about the Town's \$1.5 million appropriation request and property tax implications on small towns.

She announced the Town's upcoming events:

- Tuesday, February 24th is an Informational Session on the Charter questions that will be on the ballot starting at 6:30 pm to 7:00 pm.
- Thursday, February 19th is the Black History Tribute Artist Reception from 6:00 pm to 7:30 pm at the Arts & Heritage Center and the exhibit will be on display through March 27th.
- Pours at the Preserve tickets are now on sale on the ONP website. This event is scheduled for March 7th from 5:30 – 8:30 pm.

Department Head Reports

Public Works Director Kemp noted that his transition into the director role is still in progress and going well. He also stated that a sanitary sewer survey will be conducted soon and that he will present the results at the next meeting.

Police Chief Esan had no report.

Town Clerk Heard reported the vote-by-mail deadline is Thursday, February 26th. Go to the Supervisor of Elections website to request a vote-by-mail ballot.

COMMISSION REPORTS:

Commissioner McMullen had no report.

Commissioner Keller stated that Heritage Day was a great success and well attended despite the cold weather. She expressed her appreciation to Town staff for their hard work.

Vice Mayor Satterfield expressed his desire to have a tribute displayed at Willie Welch Park in honor of Mr. Willie Welch, who was born, raised, and lived his entire life in the town. Mr. Welch worked for the Town and served as a Town Commissioner for 30 years, making significant contributions and becoming an important part of the Town’s history.

Mayor Taylor encouraged residents to attend the Information Session on February 24th to gain a better understanding of the Charter questions that will appear on the ballot. He also announced that Pours at the Preserve will be held on March 7th, noting it is a great event and that tickets are limited.

ADJOURNMENT:

With no further business, Commissioner McMullen adjourned the meeting at 7:31 p.m.

TOWN OF OAKLAND:

SHANE TAYLOR, MAYOR

ATTEST:

KATHY HEARD, CMC, TOWN CLERK



**STAFF MEMO
ITEM 4b**

MEETING DATE: February 24, 2026
TO: Town Commission
FROM: Pamela Dwyer, Principal OACS
RE: Approval of Two (2) Additional Out-of-Field Teachers

BACKGROUND:

Florida State Board of Education Administrative Rule 6A-1.0503 "Definition of a Qualified Instructional Personnel" states:

1. "The individual holds a valid Florida educator's certificate ...", and
2. a. "The individual is in the first year of employment in the out-of-field assignment and has not been granted, during any preceding year in the district or charter school, approval by either the school board or the charter school governing board to be employed out-of-field in an area for which specific certification is otherwise required, or"
- b. "The individual has earned the following college credit or in-service training in an approved district add-on program:"
 - (1) "Out-of-field assignment other than ESOL (English to Speakers of Other Languages). A teacher out-of-field in a subject other than ESOL shall complete at least six (6) semester hours of college credit or the equivalent toward the appropriate certification . . . within one (1) calendar year from date of initial appointment to the out-of-field assignment and each calendar year thereafter until all course requirements are completed for the appropriate certification . . . ", or
 - (2) ". . . Out-of-field assignment in ESOL and another subject. An out-of-field teacher in ESOL and another subject shall complete at least six (6) semester hours of college credit or the equivalent toward the appropriate certification...within one (1) calendar year from date of initial appointment to the out-of-field assignment and each calendar year thereafter until all course requirements are completed for the appropriate certification. The training shall be completed in the following manner: During the first two years, at least three (3) of the required twelve (12) semester hours or the equivalent shall be completed in ESOL strategies. Beginning with the third year and each year thereafter, at least three (3) semester hours or the equivalent shall be completed in ESOL strategies and at least three (3) semester hours in the other out-of-field subject requirements . . . " **All primary Language Arts teachers of Limited English Proficient LEP students will be required to complete a 300-hour ESOL Endorsement and other teachers, as determined by a District Administrator, will be required to complete a 300-hour ESOL Endorsement. (A copy of the Consent Decree is available on the Department of Education's website at www.FLDOE.org.) [NOTE: Using the option to pass the ESOL subject area exam will require 120 ESOL hours completed within 3 years of adding the ESOL subject area to a certificate.]**

No Child Left Behind (NCLB) legislation requires that ALL teachers of core academic subjects be highly qualified as of July 1, 2006. Core academic subjects are: English, Reading, Language Arts, Mathematics, Science, Foreign Language, Civics, Government, Economics, Arts (excluding Dance), History, Geography, and Elementary Education. Therefore, this out-of-field assignment should only be for a non-core academic subject, except for assignments approved based on an extreme extenuating circumstance. Should an exception have been made, the above-named teacher understands that the subject matter competence of the core academic subject must be met by passing the appropriate subject area exam before the last day of the school year in which the assignment began.

DISCUSSION: Teachers that hold Florida certification in core academics such as Elementary Education, can be placed in assignments outside core academics if course work is completed within required periods. Currently, we have a few teachers who are completing coursework for ESOL (English Speakers of Other Languages) to complete in field requirements and/or Gifted. Below is the list of teachers and the area in which they are identified as out-of-field.

RECOMMENDATIONS:

Staff recommends the Mayor and Town Commissioners approve the following staff identified as Out-of-Field:

| | |
|------------------|--|
| Holden, Jacey | ESOL |
| Sackella, Morgan | ESOL – Completed steps; awaiting certification to arrive |

FINANCIAL IMPACTS:

There is no financial impact.

ATTACHMENTS:

None.



**STAFF MEMO
ITEM 4c**

MEETING DATE: February 24, 2026
TO: Town Commission
FROM: Elise Hui, Town Manager
RE: Approval to hire Johnnell Kemp as Public Works Director

BACKGROUND:

On July 28, 2025, Johnnell Kemp was hired by the Town of Oakland as Assistant Public Works Director to train and eventually replace Mike Parker as Public Works Director. As you are aware, Mike Parker has stepped back and is now our Capital Projects Coordinator working on both Capital Projects as well as Grants. We are now recommending that Johnnell Kemp be hired as Public Works Director effective February 1st.

RECOMMENDATIONS:

The Town Manager recommends the Mayor and Town Commissioners approve the hiring of Johnnell Kemp as Public Works Director.

FINANCIAL IMPACTS:

\$99,750 which is currently within budget.

ATTACHMENTS:

1. Employment Agreement
2. Job Description
3. Resume

EMPLOYMENT AGREEMENT FOR PUBLIC WORKS DIRECTOR
TOWN OF OAKLAND, FLORIDA

THIS AGREEMENT is made and entered into this 1st day of February, 2026, by and between the TOWN OF OAKLAND, FLORIDA, a municipal corporation duly formed and located in Orange County, Florida (Employer) and JOHNNELL KEMP (Employee).

WITNESSETH;

WHEREAS, the Town Manager has expressed the desire to fill the position of Public Works Director for the Town of Oakland and has received approval of the Town of Oakland to negotiate a contract and hire Employee to fill this position; and

WHEREAS, Employer and Employee desire to establish the rights, obligations and conditions of the Employee's employment as the Public Works Director and thereby establish the relationship of the Employer with the Employee; and

WHEREAS, the provisions of this Agreement are intended to (i) secure and retain Employee's services as the Public Works Director for the Town of Oakland, (ii) establish employment terms which act as a deterrent against malfeasance or dishonesty for personal gain on the part of Employee, and (iii) provide a just means for terminating Employee's services at such time as Employee may be unable to fully discharge Employee's duties or when the Employer may otherwise wish to terminate Employee's employment as the Public Works Director; and

WHEREAS, Employee desires to accept employment as the Public Works Director for the Town of Oakland;

NOW, THEREFORE, in consideration of the mutual covenants, promises and representations contained therein, Employer and Employee agree as follows:

Section 1. Duties

- A. Employer hereby agrees to employ Employee as the Public Works Director for the Town of Oakland, Florida, to perform the functions and duties specified in the job description for this position, and to perform other legally permissible and proper duties and functions as the Town Manager shall from time-to-time assign.
- B. The Town Manager shall review and evaluate the performance of the Employee on an annual basis to assess the Employee's fulfillment of their duties related to their duties as the Public Works Director.

Section 2. No Other Employment

Employee agrees to remain in the exclusive employment of the Employer and not to accept other employment until after their employment with Employer has ended without the prior written approval of the Town Manager.

Section 3. “At-Will” Employment

Employer and Employee agree that Employee shall be employed on an “at-will” basis, and nothing in this Agreement shall be construed as guaranteeing employment for any definite term. Either Employer or Employee may end the employment relationship at any time, for any reason or no reason, with or without notice.

Section 4. Severance

- A. If: (i) Employee remains employed with Employer in the position of Public Works Director for at least one (1) year; and if (ii) Employee’s employment is involuntarily terminated for a reason other than “Cause,” as defined below; and if (iii) Employee executes a general release of any and all claims Employee has or may have against the Town and its current and former officials, employees, agents and insurers, then Employer shall pay Employee a lump sum severance payment equal to two (2) month’s salary, two (2) month’s premium for Employee’s health insurance coverage and all accrued annual leave. This payment shall be made within fifteen (15) days of the effective date of the termination. The payment to Employee of the two (2) month’s salary, two (2) months’ premium for Employee’s health insurance coverage and all accrued annual leave, within (15) days of the effective date of termination shall constitute fulfillment and satisfaction of all of Employer’s obligations to Employee under this agreement.
- B. “Cause” for purposes of this Agreement, shall mean any of the following:
1. Employee’s conviction of a felony or any other crime involving personal gain related to their position as Public Works Director;
 2. Employee’s willful damaging of Town property;
 3. Employee’s willful disregard of a lawful directive from the Town Manager;
 4. Employee’s failure to satisfactorily improve their job performance following their receipt of a Performance Improvement Plan from the Town, provided that such Performance Improvement Plan affords Employee at least thirty (30) days in which to improve Employee’s performance. The Town in its sole discretion will determine whether Employee has satisfactorily improved their performance;
 5. Employee’s theft or embezzlement from the Town;
 6. Employee’s engagement in any conduct that has the effect, or the potential effect, of casting the Town, its officials, or Employee in a negative light;

7. Conduct constituting “misconduct”, as defined under Section 215.425(4)(a)2 and 443.036(29), Florida Statutes(2025).
 8. Employee’s death; or
 9. Employee’s disability if such disability cannot be reasonably accommodated to enable Employee to perform the essential functions of the position of Public Works Director.
- C. In the event Employee’s employment with the Town is involuntarily terminated for “Cause”, Employee shall not be entitled to any severance payment. Employee shall not be entitled to severance if Employee voluntarily resigns from their employment with Employer. Notwithstanding any provision set forth therein, Employee shall not be entitled to severance pay if terminated for “misconduct”, as defined in Sections 215.425(4)(a)2, and 443.036(29), Florida Statutes (2025).

Section 5. Salary

- A. Employer agrees to pay Employee for services rendered pursuant thereto, an annual base salary of \$99,750, payable in equal installments at the same time as other employees of the Employer are paid. This amount may be adjusted by Employer based on the results of Employee’s annual performance evaluation, or at any other time that Employer deems appropriate, without the need for a written amendment to this Agreement. A record of any adjustment(s) shall be reflected in the Employee’s personnel file.
- B. Other than Paid Time Off, Employee shall not be paid any salary for workweeks in which no work is performed. Employee’s salary is subject to any deductions or reductions permitted under the Fair Labor Standards Act or other applicable law.

Section 6. Insurance

Employer agrees that Employee shall be covered as an employee under Employer’s group health insurance plan (medical, hospitalization, dental, vision, disability and life insurance coverage) as currently provided to other general Town employees and as may be amended from time to time.

Section 7. Retirement

Employee shall be afforded a pension/retirement contribution consistent with contributions afforded to all general Town employees.

Section 8. Annual and Sick Leave; Holidays

Employee shall be entitled to the “Time Off and Other Leave Benefits” that are set forth in the Employee Handbook as currently provided to other general Town employees and as may be amended from time to time.

Section 9. Automobile

Employer shall have full use of a Town vehicle, which includes, driving to and from work and work-related locations, and driving to and from meetings and conferences.

Section 10. Cellular Phone

Employer shall provide a Town-issued cell phone to Employee. Town-issued cell phone should only be used for Town of Oakland work activities and not for personal use.

Section 11. Professional Development

Employee will identify and present professional development opportunities, such as Public Works Director related training opportunities, seminars, and memberships, to the Town Manager so they can be considered and included in the Town budget, subject to budget availability. The Town shall have sole discretion as to whether the Town will pay the costs of any such professional development opportunity.

Section 12. Amendment

This Agreement may be amended only in writing upon mutual agreement of Employer and Employee, except that no amendment is necessary for salary adjustment(s).

Section 13. Notices

Notices pursuant to this Agreement may be given in person, or, alternatively, in the custody of the United States Postal Service, postage prepaid, addressed as follows:

(1) EMPLOYER:

Town of Oakland
c/o Town Manager
230 N. Tubb Street
PO Box 98
Oakland, FL 34760

(2) EMPLOYEE:

Johnnell Kemp

Alternatively, notice may be given by e-mail. Notice shall be deemed given as of the date of personal service or as of the date of deposit of such written notice in the course of transmission in the United States Postal Service.

Section 14. General Provisions

- A. This Agreement sets forth and establishes the entire understanding between the Employer and Employee relating to the employment of the Employee by the Employer. This Agreement supersedes all previous discussions, representations, understandings and/or agreements, whether written or oral. Amendments to and waivers of the provisions herein shall be made by the parties only in writing by formal amendment.
- B. This Agreement shall be binding on Employer and Employee as well as their heirs, assigns, executors, personal representatives and successors in interest.
- C. This Agreement shall become effective February 1st upon signing by the Town Manager for the Town of Oakland and the Employee.
- D. If any provision, or any portion thereof, contained in this Agreement is held invalid, unconstitutional or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected and shall remain in full force and effect.

IN WITNESS WHEREOF, Employer has caused this Agreement to be signed and executed in duplicate in its behalf by its Town Manager and Town Attorney, and Employee has signed and executed this Agreement the day and year first written above written.

TOWN OF OAKLAND

EMPLOYEE

Elise Hui, Town Manager

Johnnell Kemp

Date: _____

Date: _____

ATTEST:

Approved as to form and legality
for the use and reliance of the Town
of Oakland only:

Kathy Heard, Town Clerk

Date: _____

Vose Law Firm LLP
Town Attorney
Town of Oakland, Florida

Job Description

| | | | |
|--------------------|------------------------------|-----------------------|---------------------|
| Job Title: | <u>Public Works Director</u> | Last Revision: | <u>01/26/2026</u> |
| Supervisor: | <u>Town Manager</u> | Department: | <u>Public Works</u> |
| Status: | <u>Full-Time, Exempt</u> | Job Code/Grade | <u>PG122</u> |

This position reports to and serves at the pleasure of the Town Manager, having considerable autonomy regarding means and methods by which the Public Works Department achieves goals and objectives.

The Public Works Director works closely with the Town Manager to direct and oversee all Public Works and Utilities Department functions. Responsibilities include and are not limited to planning, organizing, and managing departmental operations and maintenance related to the Town of Oakland’s infrastructure, buildings, vehicles, and equipment. The Director provides administrative leadership and supervision to a team of skilled Public Works employees, delivers professional project management support, coordinates and manages construction activities, and exercises significant independent judgment and initiative. This position requires interaction with employees, general public, engineering and professional consultants, and elected officials with positive results.

To perform in this position, the individual must possess the attributes illustrated below:

MAJOR FUNCTION

- Develops and maintains constructive relationships with Town officials, residents, property owners, developers, contractors, and the public regarding public works programs and initiatives.
- Plans, develops, prioritizes, directs, and evaluates Public Works functions for the Town, including but not limited to policies and procedures, goals and objectives, and the department budget and expenditures.
- Provides support, direction, and coaching to departmental employees in the areas of hiring, training, disciplinary action, problem resolution, planning, and work resolution. This includes and is not limited to contributing to building a functional and collaborative team; assigning, scheduling, guiding, and monitoring work; enforcing personnel rules and regulations and work conduct; identifying and supporting professional, technical, and administrative development of staff.
- Administers and reviews departmental budget and exercises control over expenditures; provides input during the annual budget development process.
- Serves in a key role in the response and recovery to natural and non-natural disasters and events; this includes and is not limited to internal coordination, intergovernmental coordination, and Federal Emergency Management Agency (FEMA) coordination of restoration of Town services, debris removal, and contract management.
- Ensures all Public Works operations are performed in a manner which promotes safety, health, and welfare of the public, and comply with established regulations.
- Ensures Public Utilities are in compliance with cooperative, local, state, and federal regulatory agencies.

ILLUSTRATIVE DUTIES

- Develops, implements, and periodically revises technical and maintenance manuals, Standard Operating Procedures (SOPs), policies, operating records, and reports.
- Drafts and submits periodic reports including those for preparation review and action during Town Commission meetings.
- Coordinates the timely delivery of materials and services with contractors and vendors.

- Responds to citizen inquiries, requests, and complaints regarding Town services performed by any Public Works employee in a timely manner.
- Serves as a liaison with cooperative, local, state, federal, and other agencies for Public Works.
- Participates in professional organizations to maintain knowledge of current issues and events affecting public works.
- Assist Town Manager with special projects.
- Other duties as required. The Town Manager reserves the right to add, modify, change, or rescind work assignments as needed.

KNOWLEDGE | SKILLS | ABILITIES

- Knowledge of all pertinent federal, state and local laws, regulations, rules, and ordinances, and other regulatory standards applicable to public works operations.
- Knowledge of the principles, practices, and procedures of public works construction and maintenance; quality/performance measurement; budgeting; fiscal administration; property and inventory control; management; and long-range planning, policies, and procedures.
- Knowledge of proper operation of streets, water, wastewater, and traffic maintenance tools and equipment; preventive maintenance practices; occupational hazards; and safety practices applicable to public works maintenance operations.
- Knowledge of project management principles (managing projects, defining scope, tracking achievements) and ability to manage multiple priorities and/or projects.
- Strong planning and organizational skills, with an ability to outline initiatives and develop priorities in support of that vision.
- Demonstrated computer skills, including proficiency in Office 365 (Word, Excel, Outlook, and PowerPoint).
- Demonstrated proficiency in AutoCAD, GIS, and programs used in the administration of public works.
- Strong analytical, problem solving, attention to detail, and consultancy skills; ability to think critically and creatively to identify, analyze, prevent, and develop solutions to problems.
- Exemplary communication skills, both oral and written, with ability to present views in a clear and compelling manner; ability to adapt message/style to fit audience.
- Strong interpersonal skills with the ability to work with all levels of management and employees; ability to gain credibility, provide effective customer service, and foster positive working relationships with internal and external stakeholders.
- Excellent written and verbal communication skills with ability to communicate concepts to multiple audiences.
- Ability to collaborate effectively with Town staff, contractors, vendors, and other stakeholders, and to lead cross-functional projects.
- Ability to adapt to changing priorities and work effectively under pressure and tight deadlines in a fast-paced team environment.
- Ability to exercise independent judgment and discretion to make non-routine choices within established guidelines, with minimal supervision.
- Must exhibit confidence, positive outlook, expertise, and team spirit when appropriate.
- Unquestioned integrity and ethics with a confident but well-grounded approach to doing work.

PHYSICAL REQUIREMENTS

- Ability to work in an upright position for eight (8) or more hours per day, including standing, walking, and sitting.
- Frequent mobility is required.
- Occasional crouching or crawling, stooping, climbing or balancing, kneeling, bending or twisting of upper body and neck, reaching with hands and arms, tasting or smelling, pushing or pulling, and lifting.
- Repetitive hand movement of both hands with the ability to make fast, simple, repeated movements of the fingers, hands, and wrists to operate equipment.
- Close vision, distance vision, ability to adjust focus, depth perception, color perception, and peripheral vision required.
- Occasional lifting, carrying (or otherwise moving) objects, including equipment, office supplies and laptop computer, with a maximum exertion of up to 50 pounds of force.
- Ability to prepare and analyze written or computer data, access and use a variety of computer software, operate motor vehicles and equipment, and observe general surroundings and activities.
- Ability to communicate information and ideas so others will understand, with the ability to listen to and understand information and ideas presented through spoken words and sentences.
- Frequently interacts with others to obtain or relate information to diverse groups.
- Works independently with little guidance or reliance on oral or written instructions and plans work schedules to meet goals; requires multiple periods of intense concentration.
- Frequently exposed to outdoor weather conditions; occasionally requires working near moving mechanical parts, in high or precarious places, and generally in a very loud noise location.
- Occasionally exposed to fumes or airborne particles, toxic or caustic materials, vibration, and bloodborne pathogens; may be required to wear specialized personal protective equipment (PPE)
- Performs a wide range of variable tasks as dictated by variable demands and changing conditions with little predictability as to the occurrence.
- Ability to perform under stress and multi-task.
- Regular and consistent attendance; requires availability during times of emergency.

EDUCATION | EXPERIENCE | LICENSES | CERTIFICATION

Technical knowledge of utility systems must include comprehension of terminology, concepts, principles, and practices of civil/environmental engineering.

Education

- Bachelor's degree from an accredited college or university in civil engineering, construction management, business administration, public administration, or a related field, and
- Five (5) years' progressive responsible technical experience in public works maintenance operations with two (2) of those in a supervisory capacity.
- An equivalent combination of education, training, and/or work experience equal or greater than the requirements listed above as determined by Human Resources.
- Registration as a Professional Engineer in the State of Florida may substitute for one (1) year of the required experience.

Licenses | Certification

- Must possess a valid Florida Driver’s License with a clean driving record acceptable by most automobile insurance companies.
- The following licenses or certifications are desired:
 - Water Treatment Operator, Level C and Wastewater Collections Certification, Level III, or equivalent, as required by Florida Department of Environmental Protection
 - Stormwater, Erosion, and Sedimentation Control Inspector, Tier I and II
 - Maintenance of Traffic (MOT)
 - National Incident Management (NIMS) Certified

WORKING ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions while in these working environments.

- The employee regularly works both inside an office/administrative area and outside in -the-field weather and environmental conditions.
- The employee occasionally works in areas where they are exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals, risk of electrical shock, and vibration.
- The employee occasionally works in areas where the noise level in the work environment may be moderate to loud.
- Occasional travel may be required.

OTHER JOB CHARACTERISTICS

- This is a full-time position, requiring minimum 40 hours per week.
- This position serves as after hours, non-police and fire, emergency contact for the Town.
- May work extended hours including nights, weekends, and holidays.
- This position is considered *essential* and will be required to report for work when a declaration of emergency has been declared in Orange County.

As an equal opportunity employer, the Town of Oakland will provide reasonable accommodation to qualified individuals with disabilities to enable them to perform the essential junctions of the job. Requests for accommodation may be directed to the Town's Human Resources department or to any manager or supervisor.

Rev: 01/27/2026 ABW
 Approved: 01/27/2026 EH

The section below intentionally left blank.

DISCLAIMER | ACKNOWLEDGEMENTS: INTENT AND FUNCTION OF JOB DESCRIPTIONS

Job descriptions assist the Town in ensuring qualified employees are selected for employment. They are essential to effective municipal operations, performance management, and related decisions.

The tasks, duties, responsibilities, equipment, material, and/or job setting(s) listed in this job description illustrate the minimum standards required to successfully perform in this position. The included items are not exhaustive or meant to be all-inclusive; the requirement for an ability or skill is not a guarantee the ability or skill will be used in the course of the job. The Town of Oakland, at its sole discretion and with no prior notice, may assign other tasks, duties, responsibilities, equipment, materials, and/or job setting(s) to employees, and these will be considered part of the regular job while in effect.

Equivalent experience, skills, and/or education may be substituted for certain requirements, so qualifications of incumbents may differ from those listed in the job description. The Town, at its sole discretion, will determine and document what is considered equivalent to the qualifications described above.

Nothing within this job description constitutes a contract of employment, either expressly or by implication or a guarantee of continued employment for a specific duration.

| | | | |
|--------------------|------------------------------|-----------------------|---------------------|
| Job Title: | <u>Public Works Director</u> | Last Revision: | <u>01/26/2026</u> |
| Supervisor: | <u>Town Manager</u> | Department: | <u>Public Works</u> |
| Status: | <u>Full-Time, Exempt</u> | Job Code/Grade | <u>PG122</u> |

By signing below, I acknowledge that I have read and understood the contents of this job description and hereby agree with the statements above.

I affirm that I meet the requirements and qualifications, can perform the duties listed above, and related duties that may be assigned. I further understand this job description supersedes and replaces all previously existing job descriptions for this position and may be amended periodically, as is the right of the Town of Oakland.

Employee: _____ **Date:** _____

Supervisor/Manager: _____ **Date:** _____

Human Resources: _____ **Date:** _____

Dynamic director with a proven record in municipal management of water and wastewater infrastructure, possessing strong leadership and motivational skills. Capable of operational monitoring and reporting to consistently meet or surpass organizational goals while prioritizing compliance and performance management.

**City of Dade City
Utilities Director**

Feb 2023-Current

- Planned, organized, and directed all work programs related to public utilities. Conducted studies and oversees the implementation of mandated environmental reports such as water audits, leak detection surveys, backflow cross/connection plan and water quality reports.
- Prepared and coordinated the permitting and re-permitting of water and wastewater facilities.
- Ensured compliance with all permit conditions.
- Formulated general operating policies with respect to all phases of public utilities. Developed, recommended, implemented, and updated standard operating procedures to economize operations in the repair and maintenance of facilities while increasing productivity.
- Directed the preparation of agenda items for the City Commission.
- Attended commission meetings and workshops.
- Presented agenda items to the City Commission when appropriate.
- Participated in the review of major development and construction plans involving the department.
- Prepared requests for Proposals and participated in the selection of contractors for services.
- Performed supervisory duties such as instructing, assigning work, planning, maintaining standards, coordinating activities, allocating personnel, acting on employee problems, selecting new employees and recommending transfers, promotions, disciplinary action, discharges, and salary increases as appropriate. Overseen and managed division personnel to ensure that all water and wastewater facilities are operated, repaired and maintained efficiently and effectively and in a manner to comply with all federal and state standards, permit conditions, and rules and regulations.
- Analyzed and designs departmental work processes, operations, and construction project approaches to continuously address effective and efficient service delivery.
- Directed the development, administration, and review of the departmental budget; exercises control over expenditure; prepares the budget, evaluates, the need for and recommends the addition of new personnel, material, and equipment. Oversees, analyzes, and evaluates the City's capital improvement projects.
- Provided project management for construction projects. Coordinates technical bid specification preparation, reviewed and processing.
- Attends bid openings, evaluates bids and provides bid recommendations.
- Participated in grant application programs, directs administration of the permitting process and related regulations through the Department of Environmental Protection, Southwest Florida Water Management District, and other related agencies pertaining to public utilities.
- Responded to emergencies and critical incidents and assumes responsibility for determining proper resolution and any necessary mitigation in compliance with applicable regulatory standards and requirements.

**City of Jacksonville Beach
Utility Operations Deputy Superintendent**

Nov.2021-April 2022

- Managed, supervised, planned, directed, and scheduled operation and all maintenance of plants, and stormwater facilities systems including treatment plants, ponds, pump stations, storage tanks, and laboratory services.
- Managed the direction and oversight of the implementation and enforcement of industrial discharge, pretreatment program, lift station, and water quality.
- Ensured all compliance with regulatory agency requirements for water/wastewater preparation and maintenance of appropriate permits are up to date.

- Analyzed plant and laboratory RFP contracts, records, and logs and directs the adjustment of processing methods to improve treatment plant efficiency.
- Completed federal and state permit applications while maintaining knowledge of regulatory requirements.
- Managed risk management programs, ensuring the safety of personnel and stakeholders, in accordance with EPA (Environmental Protection Agency).
- Managed the development and execution of short and long-range projects for the improvement of treatment facilities and systems through the acquisition and installation of improved equipment, techniques, and processes.
- Managed division staff serves as Utility Superintendent as assigned.
- Managed the preparation of division budgets and monitored expenditures.
- Managed 20 direct reports and interviewed potential candidates.

General Association of Municipal Employees

Contract Negotiator

June 2019 to Feb 2022

- Negotiating and bargaining contracts between the City of Miramar and the City of Cooper City employees.
- Negotiating and bargaining health benefits and salary wages for employees.
- Managing conflict resolution between employees and leadership.
- Strategizing on maintaining membership and increasing membership.

City of Miramar

Water Treatment Operator

Mar.2015 -Nov 2021

- Managed operational data, personnel attendance.
- Develop, manage, implements training programs in process control, troubleshooting, mathematics, safety, and process theory.
- Trained new employees in plant operating procedures and permit/compliance programs.
- Managed leadership and limited supervision of assigned operators and maintenance personnel.
- Completed various compliance reports and forms, gathering data and monitoring day-to-day schedules and deadlines.
- Ensured compliance with EPA criteria and all safety policies and procedures.
- Procured chemicals, parts, supplies, and materials required in the operation of the treatment plant.

- Managed and coordinated plant activities and maintenance with other divisions and engineering firms and contractors.
- Managed and operated Class "A" water reverse osmosis and lime plant with 23 MGD.
- Informed mechanics of any mechanical defects in equipment. Prepares work order requests to repair or calibrate plant equipment; makes minor repairs and adjustments to equipment and assists plant mechanics on maintenance projects
- Managed plant activities and maintenance with other divisions and outside agencies/contractors as required.
- Received, reviewed, prepared and submitted various records and reports including monthly operating reports, payroll sheets, budget documents, regulatory reports, logs sheets/books, invoices, technical reports, charts, test results, performance appraisals, chemical usage reports, spreadsheets, memos, other records and report.
- Managed day-to-day operations and 26 direct reports.

EDUCATION

Masters in Public Administration | Grand Canyon University | Phoenix, Arizona
Bachelors in Arts | Psychology | Florida International University | Miami, Florida
Associate in Arts | General Studies | Miami Dade College | Miami, Florida

CERTIFICATIONS

Water Treatment Operator Class A – Department of Environmental Protection
 Certification

AFFILIATION

APWA Member



STAFF MEMO
ITEM 4d

MEETING DATE: February 24, 2026
TO: Town Commission
FROM: Mike Parker, Capital Projects Coordinator
RE: Bid Award – Intersection Improvements

BACKGROUND:

In case you have not seen it first hand, the intersection of Macchi Avenue and Winters Landing Drive is becoming somewhat of a hazard to motorists. Anyone driving through that intersection must almost come to a complete stop before continuing.

With the advent of more and more traffic in the area, the Town began designing improvements to the intersection in 2024. The improvements include paving, drainage, crosswalks, striping and signage. Once completed it will provide a much safer intersection and be cosmetically and operationally more appealing. Since the design was completed in early 2025, the 2025/26 Fiscal Year budget included this project for construction.

The project was advertised for bids on Dec. 11, 2025, with an ending date of Feb. 5, 2026. There were several speculative plan holders and a mandatory pre-bid meeting was held on Jan. 13, 2026 with representatives from 10 companies in attendance. In the end, we had five (5) responses from qualified construction firms. They are listed below:

| Contractor | Address | Worked with the Town in the past | Bid amount |
|---------------------|------------------------|----------------------------------|--------------|
| Garcia Civil | Orlando, FL. | No | \$348,904.30 |
| Dale Beasley Const. | Howey in the Hills, FL | Yes | \$356,358.48 |
| American Design | Weston, FL | No | \$457,583.24 |
| Cathcart Const. Co. | Winter Springs, FL | Yes | \$459,654.01 |
| Ranger Construction | Winter Garden, FL | No | \$609,561.58 |

RECOMMENDATIONS:

Staff, in conjunction with our contracted engineering firm, is recommending that the Oakland Town Commission approve the Bid #2026-02 from Garcia Civil Contractors for construction of improvements to the intersection of Macchi Avenue and Winters Landing Drive, as presented.

FINANCIAL IMPACTS:

Project is identified, and funding provided for, in the Transportation Impact Fee section of the current Fiscal Year budget.

ATTACHMENTS: Successful Bid – Engineer Recommendation

SECTION 00405

**DRUG FREE WORKPLACE
CERTIFICATION FORM**

In accordance with Florida Statutes 287.087, preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids/RFPs, which are equal with no respect to price, quality and services, are received by the State or by any political subdivision for the procurement of commodities or services, a bid/RFP received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing the bids will be followed if none of the tied Vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

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.

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 penalties that may be imposed upon employees for drug abuse violations.


Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection 1.

In the statement specified in subsection 1, notify employees that as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or 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.

Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program is such is available in the employee's community, by any employee who is so convicted.

Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

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



Vendor's Signature

Garcia Civil Contractors

Company Name

2/4/26

Date

SECTION 00410

BID FORM

BID No. 2026-02

PART 1 GENERAL

1.01 Description

The following Bid, for the (1) Reconstruction of the Intersection of Winters Landing Dr. and Macchi Ave., is hereby made to (2) the Town of Oakland, hereafter called the Owner. This Bid is submitted by (3) Garcia Civil Contractors

3361 Poyse Rd Suite 230
Orlando FL 32817
407-580-6051

- (1) Name of Project as shown in the Invitation for Bids
(2) Owner
(3) Name, address, and telephone number of Bidder

1.02 The Undersigned:

A. Acknowledges receipt of:

- 1. Project Manual and Drawings identified within the Project Manual.
2. Addenda: Number 1 Dated 1/9/26
Number 2 Dated 1/21/26
Number 2A Dated N/A
Number Dated

B. Has examined the site and all Bidding Documents and understands that in submitting his Bid, he waives all right to plead any misunderstanding regarding the same.

C. Agrees:

- 1. To hold this Bid open for 90 calendar days after the bid opening date.
2. To accept the provisions of the Instructions to Bidders regarding disposition of Bid Security.
3. To enter into and execute a contract with the Owner, if awarded on the basis of this Bid, and to furnish a Performance Bond and a Labor and Material Payment Bond in accordance with the Instructions to Bidders.
4. To accomplish the work in accordance with the Contract Documents.

5. To begin work not later than 10 days after the issuance of a Notice to Proceed, unless otherwise provided, and substantially complete the work within 200 calendar days of the date of the Notice to Proceed. Final Completion shall be 30 calendar days thereafter.
6. To accept the provisions of the Agreement as to liquidated damages in the event of failure to complete the work on time.

1.03 Lump Sum Price

The undersigned will construct this project for the Base Bid Lump Sum Price of \$ Three Hundred Forty Eight Thousand Nine Hundred Four Dollars & Thirty Cents Dollars (\$ 348,904.30).

1.04 Schedule of Values

The Bidder hereby indicates the following total units and total prices which represent all materials, labor, equipment, transportation, performance of all operations relative to construction of the project, overhead, and costs of all kinds and profit to complete the work items in accordance with the Project Manual, plans, and permits. Work for which there is not a listed item below shall be considered incidental to the Contract and no additional compensation will be allowed.

| Item Number | Item Description | Unit of Measure | Quantity | Cost Amount |
|-------------|--|-----------------|----------|-------------|
| 100-1 | Mobilization, Bonds & General Conditions | LS | 1.00 | 32,944.94 |
| 100-2 | Site Layout/Survey | LS | 1.00 | 26,800.00 |
| 100-3 | Record Drawings & Closeout | LS | 1.00 | 10,050.00 |
| 102-1 | Maintenance of Traffic | LS | 1.00 | 10,152.00 |
| 102-60 | Work Zone Sign | ED | 7500.00 | 2,550.00 |
| 102-74-8 | Channelizing Device - Pedestrian LCD | FD | 84364.50 | 6,749.16 |
| 102-115 | Type III Barricade | ED | 1350.00 | 607.50 |
| 104-10-3 | Sediment Barrier | LF | 310.47 | 1,546.14 |
| 104-15 | Soil Tracking Prevention Device | EA | 3.00 | 4,301.40 |
| 104-18 | Inlet Protection System | EA | 5.00 | 1,378.70 |
| 110-1-1 | Clearing and Grubbing - Lump Sum/Acre | AC | 0.34 | 24,406.60 |
| 110-4-10 | Removal of Existing concrete Pavement/Removal of Existing Concrete - Sidewalk | SY | 43.40 | 2,603.57 |
| 110-4-10 | Removal of Existing concrete Pavement/Removal of Existing Concrete - Curb and Gutter | SY | 165.16 | 7,810.42 |

| | | | | |
|-------------------|--|----|--------|---------------------|
| 110-4-10 | Removal of Existing concrete Pavement/Removal of Existing Concrete - Drainage Structures and Pipes | SY | 10.96 | 3,076.91 |
| 120-1 | Regular Excavation | CY | 77.41 | 4,628.34 |
| 120-6 | Embankment | CY | 462.72 | 19,943.23 |
| 160-4 | Type B Stabilization | SY | 709.26 | 11,624.77 |
| 285-709 | Optional Base, Base Group 9 | SY | 613.54 | 28,934.55 |
| 327-70-1 | Milling Existing Asphalt Pavement, 1" | SY | 231.00 | 10,739.19 |
| 334-1-53 | Superpave Asphaltic Conc, Traffic C | TN | 65.76 | 19,894.37 |
| 337-7-82 | Asphalt Concrete Friction Course, Traffic C, FC-9.5, PG 76-22 | TN | 12.71 | 4,771.59 |
| 337-7-83 | Asphalt Concrete Friction Course, Traffic C, FC-12.5, PG 76-22 | TN | 49.32 | 15,707.43 |
| 425-1-351 | Inlets, Curb, Type P-5, <10' | EA | 2.00 | 15,111.06 |
| 425-1-361 | Inlets, Curb, Type P-6, <10' | EA | 2.00 | 17,046.68 |
| 425-2-43 | Manholes, P-7, Partial | EA | 1.00 | 4,724.44 |
| 425-2-71 | Manholes, J-7, <10' | EA | 1.00 | 6,731.09 |
| 430-175-118 | Pipe Culvert, Optional Material, Round, 18" S/CD | LF | 90.00 | 17,849.70 |
| 520-1-10 | Concrete Curb and Gutter, Type F | LF | 524.71 | 13,999.26 |
| 520-3 | Valley Gutter- Concrete | LF | 85.27 | 3,886.61 |
| 522-1 | Concrete Sidewalk, 4" Thick | SY | 50.88 | 3,486.81 |
| 522-2 | Concrete Sidewalk, 6" Thick | SY | 14.95 | 2,050.99 |
| 527-2 | Detectable Warnings | SF | 27.99 | 831.58 |
| 570-1-2 | Performance Turf, Sod | SY | 491.32 | 3,586.64 |
| 700-1-111 | Single Column Ground Sign Assembly, F&I Ground Mount, Less Than 12SF | EA | 2.00 | 1,509.30 |
| 700-1-600 | Single Column Ground Sign Assembly, Remove | EA | 2.00 | 258.00 |
| 705-10-1 | Object Marker, Type 1 | EA | 3.00 | 1,644.75 |
| 711-11-123 | Thermoplastic, Standard, White, Solid, 12 For Crosswalk and Roundabout | LF | 62.10 | 2,483.38 |
| 711-11-124 | Thermoplastic, Standard, White, Solid, 18 for Diagonals and Chevrons | LF | 65.78 | 2,483.20 |
| | | | | |
| Total Cost | | | | \$348,904.30 |

00410-3

1.05 Miscellaneous Requirements and Affirmations

- A. Proposals (Bids) must be on the Bid Form.
- B. I have attached the required Bid Security to this Bid.
- C. I have attached the required Statement in connection with the Trench Safety Act.

1.06 RESPECTFULLY SUBMITTED, signed and sealed this 4th day of February 2020.

Garcia Civil Contractors
Contractor

[Signature] 2/4/20
By (Signature) Date

Eduardo Garcia, principal
Printed Name and Title

3361 Rouse Rd Suite 230
Business Address

Orlando FL 32817
Town State Zip Code

407-880-6051 N/A
Telephone No. Facsimile No.



(CORPORATE SEAL)

ATTEST:

[Signature] 2/4/20
By (Signature) Date
Yanelle Garcia Administrator
Printed Name and Title

END OF SECTION

SECTION 00420

BID BOND FORM

KNOW ALL MEN BY THESE PRESENT, that we, the undersigned, (1) Garcia Civil Contractors LLC, as Principal, and (2) The Gray Casualty & Surety Company, as Surety, are hereby and firmly bound unto Town of Oakland as Owner, in the penal sum of (3) Five Percent of Amount Bid Dollars (\$ 5%)

for the payment of which, well and truly to be made, we hereby jointly and severally bind ourselves, our heirs, executors, administrators, successors, and assigns.

The condition of the above obligation is such that whereas the Principal has submitted to the Town of Oakland a certain Bid for Reconstruction of the Intersection of Winters Landing Dr. and Macchi Ave., attached hereto and hereby made a part hereof.

- (1) Bidder
- (2) Surety
- (3) Percent specified in Instructions to Bidders

NOW, THEREFORE,

- (a) If said Bidder shall be rejected, or in the alternate,
- (b) If said Bid shall be accepted and the Principal shall execute and deliver the Agreement (properly completed in accordance with the Bidding Documents), and shall furnish a bond for its faithful performance of said contract, and for the payment of all persons performing labor or furnishing materials in connection therewith, and shall in all other respects perform the agreement created by the acceptance of said Bid, then this obligation shall be void, otherwise the same shall remain in force and effect; it being expressly understood and agreed that the liability of the Surety for any and all claims hereunder shall, in no event, exceed the penal amount of this obligation as herein stated.

The Surety, for value received, hereby stipulates and agrees that the obligations of said Surety and its bond shall be in no way impaired or affected by any extension of the time within which the Owner may accept such Bid; and said Surety does hereby waive notice of any such extension.

IN WITNESS WHEREOF, the Principal and the Surety have hereunto set their hands and seals, and such of them as are corporations have caused their corporate seals to be hereto affixed and these presents to be signed by their proper officers.

Signed and sealed this 5th day of February, 2026

ATTEST:

Yanelle Garcia
By (Principal Secretary)
Yanelle Garcia
Typed Name

Garcia Civil Contractors LLC
Principal
[Signature]
By (Signature)
Eduardo Garcia Principal
Typed Name and Title



3361 Rouse Road, Suite 230
Address
Orlando, FL 32817
City, State, Zip

The Gray Casualty & Surety Company
Surety

(SEAL)

ATTEST:

Olivia Golecki
By (Signature)
Olivia Golecki, Witness
Typed Name

By *Jeffrey W. Reich*
Attorney-in-Fact & FL Lic. Resident Agent
Jeffrey W. Reich
Typed Name Inquiries: 407-786-7770

PO Box 6202
Address
Metairie, LA 70009-6202
City, State, Zip
504-888-7790 504-454-6122
Telephone No. Facsimile No.

END OF SECTION

**THE GRAY INSURANCE COMPANY
THE GRAY CASUALTY & SURETY COMPANY**

GENERAL POWER OF ATTORNEY

Bond Number: Bid Bond **Principal:** Garcia Civil Contractors LLC
Project: Reconstruction of the Intersection of Winters Landing Dr. and Macchi Ave.

KNOW ALL BY THESE PRESENTS, THAT The Gray Insurance Company and The Gray Casualty & Surety Company, corporations duly organized and existing under the laws of Louisiana, and having their principal offices in Metairie, Louisiana, do hereby make, constitute, and appoint: **Susan L. Reich, Jeffrey W. Reich, Kim E. Niv, Teresa L. Durham, Sonja Amanda Floree Harris, Cheryl A. Foley, Robert P. O'Linn, Sarah K. O'Linn, Lisa A. Roseland, and Emily J. Golecki of Maitland, Florida jointly and severally** on behalf of each of the Companies named above its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its deed, bonds, or other writings obligatory in the nature of a bond, as surety, contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed the amount of \$25,000,000.00.

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of both The Gray Insurance Company and The Gray Casualty & Surety Company at meetings duly called and held on the 26th day of June, 2003.

“RESOLVED, that the President, Executive Vice President, any Vice President, or the Secretary be and each or any of them hereby is authorized to execute a power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Company bonds, undertakings, and all contracts of surety, and that each or any of them is hereby authorized to attest to the execution of such Power of Attorney, and to attach the seal of the Company; and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Company may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be binding upon the Company now and in the future when so affixed with regard to any bond, undertaking or contract of surety to which it is attached.

IN WITNESS WHEREOF, The Gray Insurance Company and The Gray Casualty & Surety Company have caused their official seals to be hereinto affixed, and these presents to be signed by their authorized officers this 4th day of November, 2022.



By:

Michael T. Gray
President
The Gray Insurance Company

Cullen S. Piske
President
The Gray Casualty & Surety Company



State of Louisiana

ss:
Parish of Jefferson

On this 4th day of November, 2022, before me, a Notary Public, personally appeared Michael T. Gray, President of The Gray Insurance Company, and Cullen S. Piske, President of The Gray Casualty & Surety Company, personally known to me, being duly sworn, acknowledged that they signed the above Power of Attorney and affixed the seals of the companies as officers of, and acknowledged said instrument to be the voluntary act and deed, of their companies.



Leigh Anne Henican
Notary Public
Notary ID No. 92653
Orleans Parish, Louisiana

Leigh Anne Henican
Notary Public, Parish of Orleans State of Louisiana
My Commission is for Life

I, Mark S. Manguno, Secretary of The Gray Insurance Company, do hereby certify that the above and forgoing is a true and correct copy of a Power of Attorney given by the companies, which is still in full force and effect. IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Company this 5th day of February, 2026.

I, Leigh Anne Henican, Secretary of The Gray Casualty & Surety Company, do hereby certify that the above and forgoing is a true and correct copy of a Power of Attorney given by the companies, which is still in full force and effect. IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Company this 5th day of February, 2026.



SECTION 00430

TRENCH SAFETY STATEMENT

Bidder acknowledges that included in the various items of the proposal contained on the Bid Form are costs for complying with the Florida Trench Safety Act (FS 553.60-553.64). The Bidder further identifies the cost of compliance with the applicable trench safety standards for the project as follows (Bidder to attach additional sheets as necessary to identify all costs):

| | Trench Safety Measure (Description) | Units of Measure (LF, SF, SY) | Unit Quantity | Unit Cost | Extended Cost |
|--------------|--|--|--------------------------|------------------|--------------------------|
| A | Slope | LF | 100 | \$2.00 | \$200 |
| B | | | | | |
| C | | | | | |
| D | | | | | |
| E | | | | | |
| F | | | | | |
| TOTAL | | | | | \$ 200 |

NOTE: The total cost shown herein is already included in the various items on the Bid Form and is not additional to the pricing shown on the Bid Form.

Bidder, by signature below, assures that the contractor performing trench excavating will comply with the applicable Trench Safety Standards.

Submitted, signed and sealed this 4th day of February, 20.

Garcia Civil Contractors

BIDDER

Eduardo Garcia, principal

Printed Name and Title

Signature

ATTEST:

Signature

Seal



00430-1

SECTION 00432

NON-COLLUSION AFFIDAVIT

The undersigned, by signing this document hereby certifies that the company named below hereby is or does:

1. States that the entity named below and the individual signing this document has submitted the attached bid or proposal:
2. The Bidder is fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such proposal;
3. Said bid or proposal is genuine and is not a collusive or sham bid or proposal;
4. Neither the said Bidder or proposer nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, proposer, firm or person to submit a collusive or sham bid or proposal in connection with the Contract for which the attached bid or proposal has been submitted or to refrain from bidding or proposing in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communications or conference with any other Bidder, proposer, firm or person to fix the price or prices in the attached bid or proposal or of any other Bidder of proposer, or to fix any overhead, profit or cost element of the bid or proposal price or the bid or proposal price of any other Bidder or proposer, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the Owner or any person interested in the proposed Contract.
5. The price or prices quoted in the attached bid or proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or proposer or any of its agents, representatives, owners, employees, or parties in interest, including the individual signing this document.

Garcia Civil Contractors
Bidder


[Signature] 2/4/20
Signature of Authorized Representative (Affiant) Date

Eduardo Garcia, principal
Printed or Typed Name and Title of Authorized Representative (Affiant)

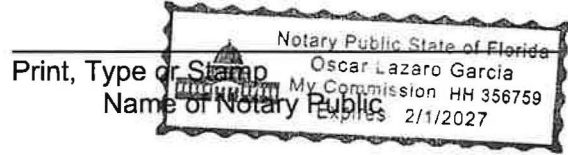
COUNTY OF Orange
STATE OF FLORIDA

Before me, the undersigned Notary Public of the State of Florida, personally appeared Eduardo Garcia as Principal of Garcia Civil Contractors whose name(s) is/are subscribed to the within instrument, who personally swore or affirmed that he/she is authorized to execute this document and thereby bind the Corporation.

Subscribed and sworn to before me this 4th day of February, 2026.



Signature of Notary Public
Commissioned State of Florida



Personally Known Or, Produced Identification

Type of Identification Produced _____

END OF SECTION

SECTION 00434

CONFLICT OF INTEREST AFFIDAVIT

Project Name: Reconstruction of the Intersection of Winter Landings Dr & Macchi Ave
Bid No.: 2026-02

The Affiant identified below deposes and states that:

1. The below named Bidder is submitting a Bid to the Owner for the project named above.
2. The Affiant has made diligent inquiry and provides the information contained in this Affidavit based upon his own knowledge.
3. The Affiant states that only one submittal for the above project is being submitted and that the below named Bidder has no financial interest in other entities submitting proposals for the same project.
4. Neither the Affiant nor the below named Bidder has directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive pricing in connection with the Bidder's submittal for the above project. This statement restricts the discussion of pricing data until the completion of negotiations and execution of the Agreement for this project
5. Neither the Bidder nor its affiliates, nor any one associated with them, is presently suspended or otherwise ineligible from participating in contract lettings by any local, state, or federal agency.
6. Neither the Bidder, 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.
7. I certify that no member of the Bidder's ownership, management, or staff has a vested interest in any aspect of the Owner.
8. I certify that no member of the Bidder's ownership or management is presently applying for an employee position with the Owner or actively seeking an elected position with the Owner (where the Owner is a governmental agency).
9. In the event that a conflict of interest is identified in the provision of services, I, on behalf of the below named Bidder, will immediately notify the Owner in writing.

Garcia Civil Contractors

Bidder

Signature of Authorized Representative (Affiant)

2/4/26
Date

Eduardo Garcia, principal

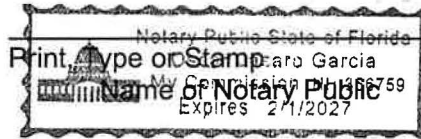
Printed or Typed Name and Title of Authorized Representative (Affiant)

COUNTY OF Orange
STATE OF FLORIDA

Before me, the undersigned Notary Public of the State of Florida, personally appeared Eduardo Garcia as Principal of Garcia Civil Contractors whose name(s) is/are subscribed to the within instrument, who personally swore or affirmed that he/she is authorized to execute this document and thereby bind the Corporation.

Subscribed and sworn to before me this 4th day of February, 2026.

Signature of Notary Public
Commissioned State of Florida



Personally Known Or, Produced Identification

Type of Identification Produced _____

END OF SECTION

SECTION 00436

FLORIDA STATUTES ON PUBLIC ENTITY CRIMES AFFIDAVIT

Project Name: Reconstruction of the Intersection of Winters Landing Dr and Macchi Ave.
Bid No.: #2020-02

The Affiant identified below attests to the following:

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

5. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Note: indicate which of the below statements apply)

X 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 the 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 the officers, directors, executives, partners, shareholders, employees, members or agent 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.

_____ 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. However, there has been a subsequent proceeding before an Administrative Law Jury of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Administrative Law Jury determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. (You must attach a copy of the final order.)

I understand that the submission of this form to the Owner and is for the Owner 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 Owner prior to entering in to a contract in excess of the threshold amount provided in section 287.017, Florida Statues, for category two of any change in the information contained in this form.

Garcia Civil Contractors

85-1678853

Bidder

FEIN No.


Signature of Authorized Representative (Affiant)

2/4/20
Date

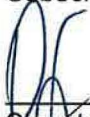
Eduardo Garcia, principal
Printed or Typed Name and Title of Authorized Representative (Affiant)

COUNTY OF Orange

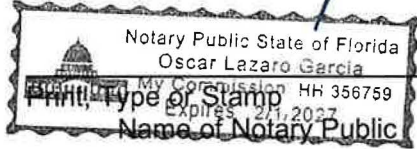
STATE OF FLORIDA

Before me, the undersigned Notary Public of the State of Florida, personally appeared Eduardo Garcia as Principal of Garcia Civil Contractors whose name(s) is/are subscribed to the within instrument, who personally swore or affirmed that he/she is authorized to execute this document and thereby bind the Corporation.

Subscribed and sworn to before me this 4th day of February, 2020.



Signature of Notary Public
Commissioned State of Florida



Personally Known Or, Produced Identification _____

Type of Identification Produced _____

END OF SECTION

SECTION 00438

COMPLIANCE WITH THE PUBLIC RECORDS LAW AFFIDAVIT

Upon award recommendation or 30 days after opening, it is understood that all submittals to governmental entities shall become "public records" and shall be subject to public disclosure consistent with Chapter 119, Florida Statutes, and Section 24(a), Article 1 of the Constitution of the State of Florida, and other controlling law (collectively the "Public Records Laws"). If the Owner rejects all replies submitted in response to a competitive solicitation and provides notice of its intent to reissue the solicitation, the replies remain exempt from disclosure until the Owner provides a notice of intent to award or withdraws the reissued solicitation. If no award is made, responses are not exempt for longer than 12 months after the initial notice rejecting all responses.

Proposers/Bidders must invoke the exemptions to disclosure provided by law as applicable to the response to the solicitation, must identify the data or other materials to be protected, and must state the reasons why such exclusion from public disclosure is necessary. The submission of a proposal authorizes release of the Proposer's/Bidder's credit data to the Owner.

If a Proposer/Bidder submits information exempt from public disclosure, the Proposer/Bidder must specifically and in detail identify with specificity which pages/paragraphs of their bid/proposal package are exempt from the Public Records Laws, identifying the specific exemption under the Public Records Laws that applies to each. The protected information must be submitted to the Owner in a separate envelope marked accordingly.

By submitting a response to this solicitation, the Proposer/Bidder agrees to defend, indemnify and hold the Town harmless in the event the Owner litigates the public records status of the Proposer's/Bidder's documents. This provision obligates the Proposer/Bidder to pay the full legal costs of the Owner including, but not limited to, attorneys fees, court costs, and any and all other charges, regardless of what level of trial or appeal.

Garcia Civil Contractors

Bidder



2/4/26

Signature of Authorized Representative (Affiant)

Date


Eduardo Garcia, principal

Printed or Typed Name and Title of Authorized Representative (Affiant)

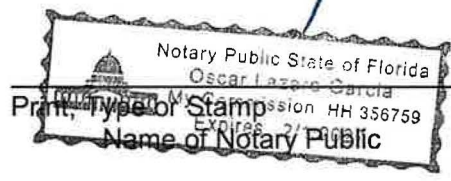
COUNTY OF Orange
STATE OF FLORIDA

Before me, the undersigned Notary Public of the State of Florida, personally appeared Eduardo Garcia as Principal of Garcis Civil Contractors whose name(s) is/are subscribed to the within instrument, who personally swore or affirmed that he/she is authorized to execute this document and thereby bind the Corporation.

Subscribed and sworn to before me this 4th day of February, 2026.



Signature of Notary Public
Commissioned State of Florida



Personally Known Or, Produced Identification

Type of Identification Produced _____

END OF SECTION

SECTION 00440

BIDDER INFORMATION AND AFFIDAVIT

State the true, exact, correct and complete name of the company, partnership, corporation, trade or fictitious name under which the Bidder does business and the address of the place of business.

Garcia Civil Contractors
Name of Bidder

3361 Rouse Rd Suite 230 Orlando, FL 32817
Address of Bidder

407-580-6051 N/A eddy@garciacivil.com
Phone No. of Bidder Fax No. of Bidder Bidder E-Mail Address

The Bidder is (check one of the following):

- () An Individual
- () A Partnership
- A Corporation

Principal Office Address: 3361 Rouse Rd Suite 230 Orlando, FL 32817

1. Officer Information and Key Personnel: Each Bidder must ensure that the officer information provided below is in accordance with the Bidder's corporate registration supplied to the Secretary of State. The Bidder must provide with its bid submittal the necessary information to verify the individual signing the bid and or any contract document has been authorized to bind the corporation. For example, provide either: A copy of the Articles of Incorporation listing the approved signatories of the corporation; A letter from the President listing the members of staff that are authorized signatories for the company; or A copy of a corporate resolution listing the members of staff as authorized signatories for the company.

President's Name: Eduardo Garcia

Address: 3361 Rouse Rd Suite 230 Orlando, FL 32817

Phone No.: 407-580-6051

E-Mail Address: eddy@garciacivil.com

Vice President's
Name:

Address:

Phone No.:

E-Mail Address:

Secretary's Name:

Address:

Phone No.:

E-Mail Address:

Treasurer's Name:

Address:

Phone No.:

E-Mail Address:

Project Manager's
Name:

Oscar Garcia

Address:

3361 Rouse Rd Suite 220 Orlando, FL 32817

Phone No.:

(407) 580-6051 / (786) 234-0164

E-Mail Address:

oscar@garciacivil.com

Project Superintendent's Name: Jesse Bernardo
Address: 3341 Rouse Rd Suite 220 Orlando, FL 32817
Phone No.: 407-580-6051
E-Mail Address: jesse@garciacivil.com

2. How many years has the Bidder been in business as a Contractor under its present name?

5

3. Under what other former names has the Bidder operated?

N/A

4. How many years of experience in construction work has the Bidder had as a Prime Contractor?

5

5. List below information concerning projects the Bidder has completed in the last five (5) years as a Prime Contractor for the type of Work required for this project (attach additional sheets as necessary). It is noted that the experience claimed here must be associated with the Bidder named above. The Owner reserves the right to require additional information and to conduct any investigation deemed necessary to evaluate the Bidder.

Name of Project Lake Wales NW Neighborhood
 Name of Owner City of Lake Wales
 Owner Reference Contact Name Ibrahim Garcia-Bengoclea
 E-Mail Address and Phone No. ibrahim.garcia@collierseng.com, 689-246-5266
 Start and Completion Dates Aug 2024 - June 2025
 Construction Contract Amount \$ 606,226.47

Project Description:
Clearing & Grubbing, excavation, grading, concrete demo, sidewalks, ADA ramps

Name of Project Construction Services for Denning/Fairbanks Right Turn Lane
 Name of Owner City of Winter Park
 Owner Reference Contact Name Hongmyung Lim
 E-Mail Address and Phone No. hlim@cityofwinterpark.org, 407-599-3521
 Start and Completion Dates Dec 2023 - July 2024
 Construction Contract Amount \$ 647,221.05

Project Description
Roadway widening, asphalt paving, sidewalks, curbs and gutters, demolition, grading, striping, cleaning and grubbing, sodding, embankment.

Name of Project Boston Cemetery Road
 Name of Owner City of Oviedo
 Owner Reference Contact Name Paul W. Yeargain
 E-Mail Address and Phone No. pyeargain@cityofoviedo.net, 407-912-3018
 Start and Completion Dates March 2024 - June 2024
 Construction Contract Amount \$ 351,052.21

Project Description:

Asphalt, concrete, earthwork, drainage

Name of Project

Thornebrook Drainage ITB #24-007

Name of Owner

City of Ocoee

Owner Reference Contact Name

Hsesh Burch

E-Mail Address and Phone No.

hburch@ocoe.org, 407-905-3170

Start and Completion Dates

July 2024 - Jan 2025

Construction Contract Amount

\$ 575,870.97

Project Description:

Drainage, excavation, grading, concrete, structural, leadwalls, clearing and grubbing

Name of Project

Airfield Drainage Improvements

Name of Owner

Sanford Airport Authority

Owner Reference Contact Name

Jeremy Owens

E-Mail Address and Phone No.

jowens@osa.a.net, 407-585-4025

Start and Completion Dates

Sept 2023 - Dec 2023

Construction Contract Amount

\$ 399,014.52

Project Description:

Drainage, mitered end sections, grading, end walls, sodding, concrete pavement, erosion and sediment control

6. Has the Bidder ever failed to complete any work awarded to it? If so, state when, where and why (attach additional sheets as necessary).

NO

7. Has any officer or partner of your organization ever been an officer or partner of some other organization that failed to complete a construction contract? If so, state name of individual, name of other organization, and reason therefore (attach additional sheets as necessary).

NO

8. State the names, addresses and the type of business of all firms that are partially or wholly owned by the Bidder (attach additional sheets as necessary):

Garcia Civil Contractors

9. What is the Bidder's bonding capacity?

\$ 10,000,000 single

\$ 30,000,000 aggregate

10. What amount of the Bidder's bonding capacity has been used as of the date of this bid?

9M

11. State the name of the Surety Company which will be providing the Performance and Payment Bond, and name and address of the Agent:

Florida Surety Bonds, Inc
620 N. Wymore Road, Suite 200
Maitland, FL 32751

Sarah O'Linn
407-755-6353

12. Has the Bidder been in disputes or litigations in the last five (5) years over construction projects which are completed or still pending for completion? If so, describe the nature of the disputes or litigations and state the Owner's Name, Address, Telephone, and amount of disputes or litigations (attach additional sheets as necessary).

NO

The Bidder acknowledges and understands that the information contained in response to this qualifications form shall be relied upon by the Owner in awarding the contract and such information is warranted by Bidder to be true. The discovery of any omission or misstatement that materially affects the Bidder's qualifications to perform under the contract shall cause the Owner to reject the bid or proposal, and if after the award to cancel and terminate the award and/or contract.

Provided along with this document is completed IRS form W-9 and information on authorized signatories for the Bidder.

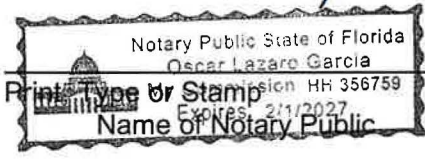
Garcia Civil Contractors
Name of Bidder
[Signature] 2/4/26
Signature of Authorized Representative (Affiant) Date
Eduardo Garcia, principal
Printed or Typed Name and Title of Authorized Representative (Affiant)

COUNTY OF Orange
STATE OF FLORIDA

Before me, the undersigned Notary Public of the State of Florida, personally appeared Eduardo Garcia as Principal of Garcia Civil Contractors whose name(s) is/are subscribed to the within instrument, who personally swore or affirmed that he/she is authorized to execute this document and thereby bind the Corporation.

Subscribed and sworn to before me this 4th day of February, 2026.

[Signature]
Signature of Notary Public
Commissioned State of Florida



Personally Known Or, Produced Identification

Type of Identification Produced _____

END OF SECTION

SECTION 00450

CERTIFICATION OF NON-SEGREGATED FACILITIES FORM

The Bidder certifies that no segregated facilities are maintained and will not be maintained during the execution of this contract at any of its establishments.

The Bidder further certifies that none of its employees are permitted to perform their services at any location under the Bidder's control during the life of this contract where segregated facilities are maintained.

The Bidder certifies further that it will not maintain or provide for its employees any segregated facilities at any of its establishments, and that he will not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained.

As used in this certification, the term "segregated facilities" means any waiting rooms, work area, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color or national origin, because of habit, local custom, or otherwise.

The Bidder agrees that (except where it has obtained identical certification from proposed subcontractors for specific time periods) it will obtain identical certifications from proposed subcontractors prior to the award of subcontract exceeding \$10,000 and that it will retain such certifications in its files.

Garcia Civil Contractors

Name of Bidder

Signature of Authorized Representative

2/4/26
Date

Eduardo Garcia, principal

Printed or Typed Name and Title of Authorized Representative

END OF SECTION

SECTION 00452

DISPUTES DISCLOSURE FORM

Answer the following questions by answering "YES" or "NO". If you answer "YES", please explain in the space provided, please add a page(s) if additional space is needed.

1. Has your firm, or any of its officers, received a reprimand of any nature or been suspended by the Department of Professional Regulation or any other regulatory agency or professional association within the last five (5) years? N (Y/N)
2. Has your firm, or any member of your firm, been declared in default, terminated or removed from a contract or job related to the services your firm provides in the regular course of business within the last five (5) years? N (Y/N)
3. Has your firm had filed against it or filed any requests for equitable adjustment, contract claims or litigation in the past five (5) years that is related to the services your firm provides in the regular course of business? N (Y/N) Note: If yes, the explanation must state the nature of the request for equitable adjustment, contract claim or litigation, a brief description of the case, the outcome or status of suit and the monetary amounts or extended contract time involved.

I hereby certify that all statements made are true and agree and understand that any misstatement or misrepresentation or falsification of facts shall be cause for forfeiture of rights for further consideration of the project identified.

Garcia Civil Contractors

Firm



Signature of Authorized Representative

2/4/20
Date

Eduardo Garcia, principal

Printed or Typed Name and Title of Authorized Representative

SECTION 00454

DRUG FREE WORKPLACE FORM

The undersigned, in accordance with Florida Statute 287.087 hereby certifies that the company named below does:

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 item 1.
4. In the statement specified in item 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.

Garcia Civil Contractors

Bidder / Contractor

[Signature]

Signature of Authorized Representative

2/4/20

Date

Eduardo Garcia, principal

Printed or Typed Name and Title of Authorized Representative

SECTION 00456

UNAUTHORIZED (ILLEGAL) ALIEN WORKERS AFFIDAVIT

The Owner will not intentionally award publicly-funded contracts to any Contractor who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324a(e) Section 274A(e) of the Immigration and Nationality Act (INA). The Owner shall consider the employment by the Contractor of unauthorized aliens, a violation of Section 274A(e) of the INA. Such violation by the Contractor of the employment provisions contained in Section 274A(e) of the INA shall be grounds for immediate termination of this Agreement by the Owner.

The Affiant identified below deposes and states that:

1. The below identified Contractor does not and will not during the performance of any contract resulting from the solicitation identified below employ illegal alien workers or otherwise violate the provisions of the federal Immigration Reform and Control Act of 1986.
2. Upon request of the Owner, it will provide copies of Immigration Form I-9 for each person associated with the above-named company who has been or is present at the designated jobsite associated with any work or project resulting from this solicitation.

Garcia Civil Contractors

Bidder / Contractor



Signature of Authorized Representative (Affiant)

2/4/26
Date

Eduardo Garcia, principal

Printed or Typed Name and Title of Authorized Representative (Affiant)

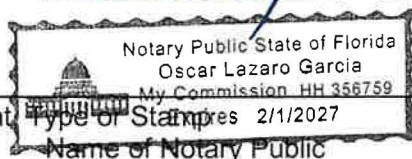
COUNTY OF Orange
STATE OF FLORIDA

Before me, the undersigned Notary Public of the State of Florida, personally appeared Eduardo Garcia as Principal of Garcia Civil Contractors whose name(s) is/are subscribed to the within instrument, who personally swore or affirmed that he/she is authorized to execute this document and thereby bind the Corporation.

Subscribed and sworn to before me this 4th day of February, 2026.



Signature of Notary Public
Commissioned State of Florida


Print Name of Notary Public

Personally Known Or, Produced Identification _____

Type of Identification Produced _____

END OF SECTION

00456-2

SECTION 00458

E-VERIFY COMPLIANCE AFFIDAVIT

Project Name: Reconstruction of the Intersection of Winters Landing Dr and Macchi Ave.
Bid No.: #2026-02

The Affiant identified below attests to the following:

1. That the Contractor is currently in compliance with and throughout the term of the above identified project and will remain in compliance with Executive Order 11-02, issued by the Office of the Governor, State of Florida, requiring the use of the Department of Homeland Security's Status Verification ("E-Verify") System to ensure that all employees of the Contract and the Contractor's subcontractors performing work under the above-listed Contract are legally permitted to work in the United States.
2. Each Contractor that performs work under the Project referenced above shall provide the Owner a copy of the "Edit Company Profile" screen indicating enrollment in the E-Verify Program.
3. The Contractor will register and participate in the work status verification for all newly hired employees of the contractor and for all subcontractors performing work on the above-listed Contract.
4. The Contractor agrees to maintain records of its compliance with the verification requirements as outlined in this Affidavit and, upon request of the any Authority having jurisdiction over the Project, including, but not limited to, the State of Florida, agrees to provide a copy of each such verification to that Authority.
5. That all persons assigned by the Contractor or its subcontractors to perform work under the above identified project will meet the employment eligibility requirements as established by the Federal Government and the government of the State of Florida.
6. That the Contractor understands and agrees that its failure to comply with the verification requirements as set forth herein or its failure to ensure that all employees and subcontracts performing work under the above identified project are legally authorized to work in the United States and the State of Florida constitute a breach of contract for which the Owner may immediately terminate the Contract without notice and without penalty. Contractor further understands and agrees that in the event of such termination, the Contractor shall be liable to the Owner for any costs incurred by the Owner as a result of the Contractor's breach.
7. That for the purposes of this Affidavit, the following definitions apply:
"Employee" – Any person who is hired to perform work in the State of Florida.

00458-1

“Status Verification System” – the procedures developed under the Illegal Immigration Reform and Immigration Responsibility Act of 1996, operated by the Department of Homeland Security and known as the “E-Verify Program”, or any successor electronic verification system that may replace the E-Verify Program.

Garcia Civil Contractors

Contractor



2/4/24

Signature of Authorized Representative (Affiant)

Date

Eduardo Garcia, principal

Printed or Typed Name and Title of Authorized Representative (Affiant)

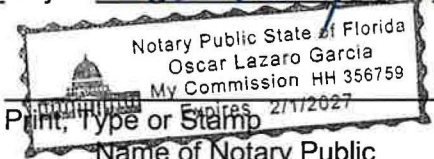
COUNTY OF Orange
STATE OF FLORIDA

Before me, the undersigned Notary Public of the State of Florida, personally appeared Eduardo Garcia as Principal of Garcia Civil Contractors whose name(s) is/are subscribed to the within instrument, who personally swore or affirmed that he/she is authorized to execute this document and thereby bind the Corporation.

Subscribed and sworn to before me this 4th day of February, 2024.



Signature of Notary Public
Commissioned State of Florida



Print, Type or Stamp
Name of Notary Public

Personally Known Or, Produced Identification

Type of Identification Produced _____

END OF SECTION

SECTION 00460

AMERICANS WITH DISABILITIES ACT AFFIDAVIT

By executing this Certification, the undersigned Contractor certifies that the information herein contained is true and correct and that none of the information supplied was for the purpose of defrauding the Owner.

The Contractor will not discriminate against any employee or applicant for employment because of physical or mental handicap in regard to any position for which the employee or applicant for employment is qualified. The Contractor agrees to comply with the rules, regulations and relevant orders issued pursuant to the Americans with Disabilities Act (ADA), 42 USC s. 12101 et seq. It is understood that in no event shall the Owner be held liable for the actions or omissions of the Contractor or any other party or parties to the Agreement for failure to comply with the ADA. The Contractor agrees to hold harmless and indemnify the Owner, its agents, officers or employees from any and all claims, demands, debts, liabilities or causes of action of every kind or character, whether in law or equity, resulting from the Contractor's acts or omissions in connection with the ADA.

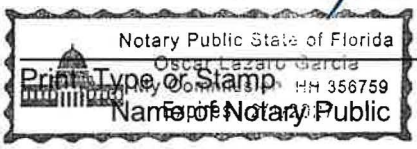
Garcia Civil Contractors
Contractor
[Signature]
Signature of Authorized Representative (Affiant) 2/4/26 Date
Eduardo Garcia, principal
Printed or Typed Name and Title of Authorized Representative (Affiant)

COUNTY OF Orange
STATE OF FLORIDA

Before me, the undersigned Notary Public of the State of Florida, personally appeared Eduardo Garcia as Principal of Garcia Civil Contractors whose name(s) is/are subscribed to the within instrument, who personally swore or affirmed that he/she is authorized to execute this document and thereby bind the Corporation.

Subscribed and sworn to before me this 4th day of February, 2026.

[Signature]
Signature of Notary Public
Commissioned State of Florida



Personally Known Or, Produced Identification
Type of Identification Produced _____

SECTION 00462

FINANCIAL INFORMATION FORM

If requested by Town of Oakland, the following information is to be provided by the Bidder as part of the Town's evaluation of the Bidder after Bids have been received by the Town:

1. Bank References:

| Name of Bank | Bank Address | Contact Name and Title | Contact Phone No. |
|--------------|--------------------------------------|---|-------------------|
| Chase | 9392 Narcoossee Rd Orlando, FL 32827 | David Rodriguez Vice President - Business Relationship Manager | 407-729-4638 |
| | | | |
| | | | |
| | | | |

2. Attach a financial statement including Bidder's latest balance sheet and income statement showing the following items:

- Current Assets (e.g., cash, joint venture accounts, accounts receivable, notes receivable, accrued income, deposits, materials, real estate, stocks and bonds, equipment, furniture and fixtures, inventory and prepaid expenses).
- Net Fixed Assets *Will be provided upon award.*
- Other Assets
- Current Liabilities (e.g., accounts payable, notes payable, accrued expenses, provision for income taxes, accrued salaries, real estate encumbrances and accrued payroll taxes)
- Other Liabilities (e.g., capital, capital stock, authorized and outstanding shares par values, earned surplus, and retained earnings)

- . State the name of the firm preparing the financial statement and date thereof:
 - . This financial statement must be for the identical organization named on page one. If not, explain the relationship and financial responsibility of the organization whose financial statement is provided (e.g., parent, subsidiary). Please note, that the Town of Oakland reserves the right to reject financial statement(s) submitted by other than the organization named on page one.
3. State the names and addresses of all businesses and/or individuals who own an interest of more than five percent (5%) of the Bidder's business and indicate the percentage owned of each such business and/or individual:

| Name | Address | Percentage Owned |
|----------------|---|------------------|
| Eduardo Garcia | 3361 Rouse Rd #230 Orlando, FL 32817 | 100% |
| | | |
| | | |
| | | |
| | | |

Garcia Civil Contractors
 Bidder
 Signature of Authorized Representative 2/4/26
 Date
 Eduardo Garcia, principal
 Printed or Typed Name and Title of Authorized Representative

END OF SECTION

SECTION 00464

SCHEDULE OF PROPOSED SUBCONTRACTORS

Project Name: Reconstruction of the Intersection of Winters Landing Dr and Macchi Ave
Bid No.: # 2026-02

Does the Bidder propose to use Subcontractors on the above identified Project (Y/N)? Y

If the Bidder proposes to use Subcontractors, provide information on each Subcontractor (attach additional sheets as necessary):

Subcontractor Name Tru-Mark, Inc
Subcontractor Address 31719 Long Acres Dr. Sorrento FL
Subcontractor Contact Name Norman Gaines 32776
Contact Phone No. 352-735-8394
Contact E-Mail Address norman@trumarkfl.com
Proposed Subcontract Work Traffic Markings
Approximate Dollar Value of Work \$6,495.00
Is Subcontractor MBE/WBE (Y/N)? NO

Subcontractor Name _____
Subcontractor Address _____
Subcontractor Contact Name _____
Contact Phone No. _____
Contact E-Mail Address _____
Proposed Subcontract Work _____
Approximate Dollar Value of Work _____
Is Subcontractor MBE/WBE (Y/N)? _____

Subcontractor Name _____
Subcontractor Address _____
Subcontractor Contact Name _____
Contact Phone No. _____
Contact E-Mail Address _____
Proposed Subcontract Work _____
Approximate Dollar Value of Work _____
Is Subcontractor MBE/WBE _____
(Y/N)? _____

Subcontractor Name _____
Subcontractor Address _____
Subcontractor Contact Name _____
Contact Phone No. _____
Contact E-Mail Address _____
Proposed Subcontract Work _____
Approximate Dollar Value of Work _____
Is Subcontractor MBE/WBE _____
(Y/N)? _____

Subcontractor Name _____
Subcontractor Address _____
Subcontractor Contact Name _____
Contact Phone No. _____
Contact E-Mail Address _____
Proposed Subcontract Work _____
Approximate Dollar Value of Work _____
Is Subcontractor MBE/WBE _____
(Y/N)? _____

Subcontractor Name _____
Subcontractor Address _____
Subcontractor Contact Name _____
Contact Phone No. _____
Contact E-Mail Address _____
Proposed Subcontract Work _____
Approximate Dollar Value of Work _____
Is Subcontractor MBE/WBE _____
(Y/N)? _____

Garcia Civil Contractors

Name of Bidder

3361 Rouse Rd Suite 230 Orlando FL 32810
Address City State Zip Code


Authorized Signature

Eduardo Garcia, principal
Printed Name and Title

END OF SECTION

Garcia Civil Contractors Equipment List

| Equipment # | Description | Model |
|-------------|-----------------------------------|-----------|
| PT1 | 2021 FORD | F250 |
| PT4 | 2021 FORD | F250 |
| PT5 | 2023 CHEVROLET | 2500 HD |
| PT6 | 2019 FORD | F250 |
| PT7 | 2017 Ford | F250 |
| PT8 | 2025 Ford | F350 |
| PT9 | 2020 Cheverolet | 1500 |
| PT10 | 2019 FORD | F250 |
| PT11 | 2021 FORD | F150 |
| PT12 | 2023 FORD | F150 |
| PT13 | 2022 Ford | F150 |
| PT14 | 2017 Ford | F250 |
| PT15 | 2019 Chevy Silverado | 2500 |
| PT16 | 2024 Ford | F250 |
| PT17 | 2024 Ford | F250 |
| PT18 | 2025 Ford | F250 |
| PT19 | 2025 Ford | F250 |
| PT20 | 2025 Ford | F150 |
| PT21 | 2025 Ford | F150 |
| PT22 | 2025 Ford | F150 |
| DT1 | 2015 FORD | F650 |
| DT2 | 2015 FORD | F650 |
| DT3 | 2018 Peterbuilt | 579 |
| EX1 | 2019 Caterpillar Excavator | 320-07 |
| EX2 | 2020 Caterpillar Excavator | 310-08 |
| LD1 | 2019 CATERPILLAR LOADER | 930M |
| ME1 | 2022 Catepillar Mini Excavator | 304-07 |
| ME2 | 2019 Catepillar Mini Excavator | 305-5E2 |
| ME3 | 2016 JCB Mini Excavator | 85Z-1 eco |
| ME4 | 2008 Catepillar Mini Excavator | 305E2CR |
| ME5 | 2024 Catepillar Mini Excavator | 305HYDTHM |
| SS1 | 2021 Catepillar Skid Steer | 289D3 |
| SS2 | 2019 Catepillar Skid Steer | 289D |
| SS3 | 2022 Catepillar Skid Steer | 299D3 |
| SS4 | 2021 CATERPILLAR SKID STEER | 262D3 |
| SS5 | 2022 Cat 289D3 Skid Steer | 289D3 |
| SF1 | 1999 Power Curbers #1 | 5700-B |
| SF3 | 2023 Curb Extruder | 150 |
| SF4 | 2024 Power Curber 5700-D | 5700-D |
| R1 | 2016 Hamm Double Drum Roller | HDI14VV |
| TL1 | 2022 Big Foot Trailer 18 | |
| TL2 | 2023 Big Foot Trailer 20 | |
| TL3 | 2014 Arni Box Trailer | |
| TL4 | 2015 Wanco Light Tower Trailer | WLT |
| TL5 | 2020 Multiquip Water Tank Trailer | WT5C |
| TL6 | 2024 Ampii Dump Trailer | |
| TL7 | 2025 Big Foot Trailer 20 ft | |
| TR1 | Vermeer Walk Behind Trencher | RTX130 |
| BR1 | 2021 Lay-Mor Broom | SM300 |
| CX1 | Conex 1 | |
| CX2 | Conex 2 | |
| CB1 | 2016 Toro Concrete Buggy | 68038G |
| GR1 | Grader Blade | GB124 |
| PV1 | 2025 Weiler Paver | P385C |
| TACK1 | 2026 Weiler Tack Trailer | TT600 |
| HM1 | Catepillar B6 Hammer Attachment | B6HMR |
| CP1 | Catepillar Cold Planner PC306 | PC306 |
| MD1 | Raytree Brush Cutter Mower | |
| GP1 | Skidsteer Grapple | |

ADDENDUM No. 1

Date: January 9, 2026

Bid No.: 2026-02 - Reconstruction of the Intersection of Winters Landing Dr. and Macchi Ave.

This addendum forms a part of and modifies the Request for Bids dated December 11, 2025. Receipt of this addendum must be acknowledged in the bid response. Failure to do so will subject the bid to disqualification.

Below are Changes, Additions, and Clarifications to Bid No. 2026-02 dated December 11, 2025.

| No. | QUESTIONS & RESPONSE | |
|-----|----------------------|--|
| 1. | <i>Comment:</i> | Maintenance of Traffic pay item is shown as 14.00 LS on the bid form, is this intentional? |
| | <i>Response:</i> | The anticipated number of days is 150. The LS pay item will be updated to 1. |
| 2. | <i>Comment:</i> | The typical section identifies the milling at Winters Landing Dr to be 1" milling but the pay item is for 3.5" milling. Please clarify. |
| | <i>Response:</i> | 1" is correct. Pay Item will be updated to 327-70-1. |
| 3. | <i>Comment:</i> | The typical section identifies 1" of FC-9.5 PG 76-22 at the 1" milling & resurfacing but there is only a pay item for FC-12.5 PG 76-22. Is the FC-9.5 PG 76-22 correct and if so, how will this be paid? |
| | <i>Response:</i> | Pay Item 337-7-82 will be added with a quantity of 12.70 TN. |
| 4. | <i>Comment:</i> | The Schedule of Values shows Pay Item Number 334-1-13 Superpave Asphaltic Conc, Traffic C for 65.76 TN but the typical sections identify the structural asphalt TYPE SP STRUCTURAL COURSE (TRAFFIC C) (2") (PG 76-22), which is Pay Item Number 334-1-53. Please confirm which one is correct. |
| | <i>Response:</i> | Pay item 334-1-53 SUPERPAVE ASPHALTIC CONCRETE, TRAFFIC C, PG76-22 is correct. |
| 5. | <i>Comment:</i> | Can you provide the Engineer's estimated budget for this project? |
| | <i>Response:</i> | No Engineers Estimate to be provided at this time. |
| 6. | <i>Comment:</i> | Per the General Notes #11 on Plan Sheet 03 "ALL DISTURBED AREAS SHALL BE SODDED" as well as areas where pavement/base and concrete are called out to be removed and sodded (Roadway Plan sheet 04) but there is no pay item for sod. How will sod be paid? |
| | <i>Response:</i> | Sod will be paid for under 570-1-2 with a quantity of 491.32 SY. |
| 7. | <i>Comment:</i> | The Schedule of Values shows 27.99 SY for detectable warnings. Is this supposed to be 27.99 SF? |
| | <i>Response:</i> | Yes, the Schedule of Values should show 27.99 SF |

DATE: January 21, 2026

TO: Mike Parker, PE – Public Works Director

FROM: Brandon Bentley, PE – Vice President, Bentley Group, Inc.

COPIES: Sarah Beedle, PE – Consultant EOR, Bentley Group, Inc.

SUBJECT: BID QUESTION RESPONSES FOR THE RECONSTRUCTION OF THE INTERSECTION OF WINTERS LANDING DR. AND MACCHI AVE.

| No. | COMMENT & RESPONSE | |
|-----|--------------------|--|
| 1. | <i>Comment:</i> | Maintenance of Traffic pay item is shown as 14.00 LS on the bid form, is this intentional? |
| | <i>Response:</i> | The anticipated number of days is 150. The LS pay item will be updated to 1. |
| 2. | <i>Comment:</i> | The typical section identifies the milling at Winters Landing Dr to be 1" milling but the pay item is for 3.5" milling. Please clarify. |
| | <i>Response:</i> | 1" is correct. Pay Item will be updated to 327-70-1. |
| 3. | <i>Comment:</i> | The typical section identifies 1" of FC-9.5 PG 76-22 at the 1" milling & resurfacing but there is only a pay item for FC-12.5 PG 76-22. Is the FC-9.5 PG 76-22 correct and if so, how will this be paid? |
| | <i>Response:</i> | Pay Item 337-7-82 will be added with a quantity of 12.70 TN. |
| 4. | <i>Comment:</i> | The Schedule of Values shows Pay Item Number 334-1-13 Superpave Asphaltic Conc, Traffic C for 65.76 TN but the typical sections identify the structural asphalt TYPE SP STRUCTURAL COURSE (TRAFFIC C) (2") (PG 76-22), which is Pay Item Number 334-1-53. Please confirm which one is correct. |
| | <i>Response:</i> | Pay item 334-1-53 SUPERPAVE ASPHALTIC CONCRETE, TRAFFIC C, PG76-22 is correct. |
| 5. | <i>Comment:</i> | Can you provide the Engineer's estimated budget for this project? |
| | <i>Response:</i> | No Engineers Estimate to be provided at this time. |
| 6. | <i>Comment:</i> | Per the General Notes #11 on Plan Sheet 03 "ALL DISTURBED AREAS SHALL BE SODDED" as well as areas where pavement/base and concrete are called out to be removed and sodded (Roadway Plan sheet 04) but there is no pay item for sod. How will sod be paid? |
| | <i>Response:</i> | Sod will be paid for under 570-1-2 with a quantity of 491.32 SY. |
| 7. | <i>Comment:</i> | The Schedule of Values shows 27.99 SY for detectable warnings. Is this supposed to be 27.99 SF? |
| | <i>Response:</i> | Yes, the Schedule of Values should show 27.99 SF |
| 8. | <i>Comment:</i> | Can you please forward a copy of the sign-in sheet from the mandatory pre-bid meeting that took place on 1.13.26? |
| | <i>Response:</i> | Sign-in sheet provided as part of responses. |

| | | |
|-----|------------------|---|
| 9. | <i>Comment:</i> | Who will be responsible for the geo-testing on the project, the contractor or City? |
| | <i>Response:</i> | The contractor will be responsible for all testing. |
| 10. | <i>Comment:</i> | Are you publishing a new SOV for this? How did you come up with the work zone sign, pedestrian LCD, and Barricade quantities are you multiplying the daily number by the 200 day allotted time for the project? |
| | <i>Response:</i> | Because not all signs will be required at all times, 150 days was used to multiple the estimated average number of signs. |

- Cathcraft Construction Company

Joshua Guinn JGuinn@Cathcraftconstructioncompany.com
(863) 247-0187

Dale Braskey Construction - Randall Crozier - randall@tramm
dbc.ca

CENTRAL FLORIDA ENVIRONMENTAL CORP (CFE) - CHRISTINA TABOR - ctabor75@aol.com

Courtney Trout @ ranger construction - com 772-200-7088

CHRISTIAN MOREIRA - GIBBS & REGISTER 407.383.915
CMOREIRA@GIBBSREG.COM

Joel Espinal - Adeco Construction Inc. - 954-274-7117

Joel.Espinal@adecoconstructioninc.com

Tanisha Yorks - W T Comp Inc

T.yorks@wtcomp.com
407-255-4990

Vishaan Letchman

- Valencia Construction Group
vishaan@valenciaec.us

Tomy Yanes

GARCIA CIVIL CONSTRUCTION
EDDY@GARCIA-CIVIL.COM



Ron DeSantis, Governor

Melanie S. Griffin, Secretary



**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

CONSTRUCTION INDUSTRY LICENSING BOARD

THE GENERAL CONTRACTOR HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES



GARCIA, EDUARDO

GARCIA CIVIL CONTRACTORS LLC
13110 MOSS PARK RIDGE DR
ORLANDO FL 32832

LICENSE NUMBER: CGC1520952

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 07/16/2024

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.





Ron DeSantis, Governor

Melanie S. Griffin, Secretary



**STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION**

CONSTRUCTION INDUSTRY LICENSING BOARD

THE UNDERGROUND UTILITY & EXCAVATION CO HEREIN IS CERTIFIED UNDER THE
PROVISIONS OF CHAPTER 489, FLORIDA STATUTES



GARCIA, EDUARDO

GARCIA CIVIL CONTRACTORS LLC
13110 MOSS PARK RIDGE DR
ORLANDO FL 32832

LICENSE NUMBER: CUC1225753

EXPIRATION DATE: AUGUST 31, 2026

Always verify licenses online at MyFloridaLicense.com

ISSUED: 06/19/2024

Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.





Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

May 01, 2025

GARCIA CIVIL CONTRACTORS
3361 ROUSE ROAD
ORLANDO, FLORIDA 32817

RE: CERTIFICATE OF QUALIFICATION

The Department of Transportation has qualified your company for the type of work indicated below.

FDOT APPROVED WORK CLASSES:

DRAINAGE, FLEXIBLE PAVING, GRADING, SIDEWALK, Barrier wall, Concrete traffic Separator, Curb & Gutter, Joint Rehabilitation, Spall Repair.

Unless notified otherwise, this Certificate of Qualification will expire **6/30/2026**.

In accordance with Section 337.14(1), Florida Statutes, an application for qualification must be filed within (4) months of the ending date of the applicant's audited annual financial statements.

If the company's maximum capacity has been revised, it may be accessed by logging into the Contractor Prequalification Application System via the following link:

[HTTPS://fdotwpl.dot.state.fl.us/ContractorPreQualification](https://fdotwpl.dot.state.fl.us/ContractorPreQualification)

Once logged in, select "View" for the most recently approved application, and then click the "Manage" and "Application Summary" tabs.

The company may apply for a Revised Certificate of Qualification at any time prior to the expiration date of this certificate according to Section 14-22.0041(3), Florida Administrative Code (F.A.C.), by accessing the most recently approved application as shown above and choosing "Update" instead of "View." If certification in additional classes of work is desired, documentation is needed to show that the company has performed such work.

All prequalified contractors are required by Section 14-22.006(3), F.A.C., to certify their work underway monthly in order to adjust maximum bidding capacity to available bidding capacity. You can find the link to this report at the website shown above.

Sincerely,

James E. Taylor II, Prequalification Supervisor
Contracts Administration Office

JTII

**Request for Taxpayer
Identification Number and Certification**

Go to www.irs.gov/FormW9 for instructions and the latest information.

Give form to the requester. Do not send to the IRS.

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

| | | |
|-----------|---|---|
| 1 | Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) | |
| 2 | Business name/disregarded entity name, if different from above. Garcia Civil Contractors, LLC | |
| 3a | Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. | 4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ <i>(Applies to accounts maintained outside the United States.)</i> |
| | <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input checked="" type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) S <i>Note:</i> Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) _____ | |
| 3b | If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/> | |
| 5 | Address (number, street, and apt. or suite no.). See instructions. 3361 Rouse Road Suite 230 | Requester's name and address (optional) |
| 6 | City, state, and ZIP code Orlando, FL 32817 | |
| 7 | List account number(s) here (optional) | |

Part I Taxpayer Identification Number (TIN)

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

| | | | | | | | | | |
|---------------------------------------|---|---|---|---|---|---|---|---|---|
| Social security number | | | | | | | | | |
| | | | | | | | | | |
| or | | | | | | | | | |
| Employer identification number | | | | | | | | | |
| 8 | 5 | - | 1 | 6 | 7 | 8 | 8 | 5 | 3 |

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

Part II Certification

Under penalties of perjury, I certify that:

1. 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
2. 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
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

| | | |
|------------------|--------------------------|---------------------|
| Sign Here | Signature of U.S. person | Date 9/10/25 |
|------------------|--------------------------|---------------------|

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.
Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

09/30/2025

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 Brown & Brown Insurance Services, Inc. 2290 Lucien Way, Suite 400 Maitland FL 32751 | CONTACT NAME: Deborah Rice PHONE (A/C, No, Ext): (407) 660-8282 E-MAIL ADDRESS: Deborah.Rice@bbrown.com | FAX (A/C, No): (407) 660-2012 | |
| | INSURER(S) AFFORDING COVERAGE | | NAIC # |
| INSURED Garcia Civil Contractors LLC 3361 Rouse Rd Ste 230 Orlando FL 32817 | INSURER A: Liberty Insurance Corporation | | 42404 |
| | INSURER B: Liberty Mutual Fire Insurance Company | | 23035 |
| | INSURER C: XL Specialty Insurance Company | | 37885 |
| | INSURER D: | | |
| | INSURER E: | | |
| INSURER F: | | | |


COVERAGES **CERTIFICATE NUMBER:** CL2542814397 **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 type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER: | | | TB7-Z51-295035-025 | 05/01/2025 | 05/01/2026 | EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$ |
| A | AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY | | | AS7-Z51-295035-035 | 05/01/2025 | 05/01/2026 | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PIP-Basic \$ 10,000 |
| A | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0 | | | TH7-Z51-295035-045 | 05/01/2025 | 05/01/2026 | EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$ |
| B | 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 | WC2-Z51-295035-015 | 05/01/2025 | 05/01/2026 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000 |
| C | EQUIPMENT FLOATER | | | UM00217796MA25A | 05/01/2025 | 05/01/2026 | LEASED/RENTED EQUIPMENT LIMIT \$300,000 |

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

CERTIFICATE HOLDER**CANCELLATION**

| | |
|------------------|--|
| Information Only | 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  |
|------------------|--|



ADDITIONAL REMARKS SCHEDULE

| | | | |
|--|-----------|---|--|
| AGENCY Brown & Brown Insurance Services, Inc. | | NAMED INSURED Garcia Civil Contractors LLC | |
| POLICY NUMBER VARIOUS | | | |
| CARRIER VARIOUS | NAIC CODE | EFFECTIVE DATE: 05/01/2025 | |

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 **FORM TITLE:** Certificate of Liability Insurance: Notes

GENERAL LIABILITY FORMS
 Notice of Cancellation to Third Parties Per Schedule on File with Company Liberty Form # LIM 99 01 05 11
 Designated Construction Project or Designated Location Combined Aggregate Limits with Total Aggregate Limit for All Projects and Locations – Total Aggregate Limit \$15,000,000 Liberty Form # LC 25 19 01 15
 Primary & Noncontributory Coverage via Other Insurance Amendment All Persons or Organizations with Whom You have Entered Into a Written Contract Liberty Form # LC 24 20 11 18
 Blanket Additional Insured Status When Required by Written Contract and Blanket Waiver of Subrogation When Required by Written contract via Liberty Commercial General Liability Enhancement for Contractors Liberty Forms # LC 20 58 01 17 and LC 04 43 05 12

AUTO LIABILITY FORMS
 Blanket Additional Insured provided via Designated Insured for Covered Autos Endorsement Form # CA 20 48 10 13 Any Organization Agreed in Writing only per Limits/Terms Per Written Contract (subject to policy limitations)
 Blanket Waiver of Subrogation Coverage via Auto Enhancement Endorsement Liberty Form # AC 84 07 07
 Blanket Primary & Noncontributory Coverage via Primary and Noncontributory Form CA 04 49 11 16
 Notice of Cancellation to Third Parties Per Schedule on File with Company Liberty Form # LIM 99 01 05 11

WORKERS COMPENSATION FORMS
 Blanket Waiver of Subrogation Coverage via Waiver of our Rights to Recover from Others Endorsement via Liberty Form # WC 00 03 13
 Notice of Cancellation to Third Parties Per Schedule on File with Company Liberty Form # WM 90 18 06 11

Mike Parker

To: Elise Hui
Cc: Kathy Heard
Subject: FW: Winters Landing / Macchi

FYI....no action necessary.
Mike

From: Brandon Bentley <bbentley@bentleygroupinc.com>
Sent: Tuesday, February 17, 2026 1:59 PM
To: Mike Parker <mparker@oaklandfl.gov>
Cc: Sarah Beedle <sbeedle@bentleygroupinc.com>; Alex Vila <avila@bentleygroupinc.com>
Subject: RE: Winters Landing / Macchi

Hey Mike, I have reviewed the bid documents from Garcia Civil Contractor and would recommend them for reward. I did not see anything in the documents to find them non-responsive. Alex will be dropping off the Garcia Civil Contractor bid docs today before 4:30

Thanks

BRANDON BENTLEY, PE
Vice President

BENTLEY

bbentley@bentleygroupinc.com | CELL: 407.712.4058

MEETING DATE: February 24, 2026
TO: Town Commission
FROM: Mike Parker, Capital Projects Coordinator 
RE: Grant Agreement - Healthy West Orange Trails Connection

BACKGROUND:

Several years ago, the Healthy West Orange Trails Connection (HWOTC) announced to the public that it was going to award \$500,000.00, in \$50,000.00 increments to local organizations through its Trail Project Grant Program. Later, after receiving only one grant application, the amount of each grant opportunity was increased to \$100,000.00.

Seeing this as a great opportunity to enhance the upcoming Sadler Trail Loop Project, in June 2025, the Town applied for the maximum grant amount, \$100,000.00. In November 2025, **WE GOT IT!!** This funding will be used for constructing fitness stations, landscaping, shade canopies, wayfinding signage, etc. and will supplement the funding already set aside for the project in the Recreation Impact Fee budget.

The Grant Agreement before you has been thoroughly reviewed by staff members of both parties, and has had evaluation by both Grantee and Grantor attorneys. It is ready for execution.

RECOMMENDATIONS:

Staff is recommending that the Oakland Town Commission approve the Healthy West Orange Trails Connection Grant Agreement and authorize the Mayor to sign the Agreement.

FINANCIAL IMPACTS:

None. This grant will supplement funding already approved.

ATTACHMENTS:

Grant Agreement

GRANT AGREEMENT
between
FOUNDATION FOR A HEALTHIER WEST ORANGE
and
TOWN OF OAKLAND

This Grant Agreement (this “Agreement”) is dated **February []**, **2026** (the “Effective Date”) and is between HWO, Inc., a Florida not-for-profit corporation doing business as **Foundation for a Healthier West Orange** (the “Foundation”), **The Town of Oakland**. (the “Grantee”), a Florida municipal corporation (the “Grantee”), and, for the limited purposes set forth herein, the **Healthy West Orange Trails Connection** (the “HWOTC”).

WHEREAS, the Foundation is a public charity as described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended, which works to preserve the public health and to improve the health and wellbeing of residents of West Orange County, Florida, by inspiring healthy behaviors, championing healthy programs, uniting health-minded organizations, advocating for healthy community decisions, and investing in the health and wellbeing of the West Orange County community; and

WHEREAS, upon the recommendation of the HWOTC, the Grantee is being awarded grant funding from the Foundation in the amount of \$100,000.00 from the HWOTC Facilitation Fund, which will allow Grantee to complete the Sadler Trail Loop which is a combination of asphalt trail and sidewalk that will finish the trail loop (the “Project”).

WHEREAS, the Grantee has represented to the HWOTC and to the Board of Directors of the Foundation (the “Board”) that the Project will promote the health and welfare of the residents of West Orange County; and the Board has determined that providing financial support to the Grantee for the Project is consistent with and furthers the Foundation’s purpose and mission to promote the health and welfare of the residents of West Orange County, and

WHEREAS, the Foundation and the Grantee now desire to enter into this Agreement to describe the terms and conditions under which the Foundation will provide the grant funding to the Grantee for the Project;

NOW, THEREFORE, the parties agree as follows:

1. **Recitals**. The above recitals are true and correct and are hereby incorporated into this Agreement by reference.
2. **Description of the Project**. The Grantee has requested a grant from the Foundation for funding in the amount of \$100,000.00 to be paid, as funds are required, to complete the Sadler Loop which will help families who reside in the Town of Oakland in West Orange County to enjoy further access to the West Orange Trails network.

Funding and Cost Details

- Design costs - Town of Oakland pays \$40,000 estimate
- Construction costs: HWOTC Facilitation Fund Grant (\$100,000) & Town of Oakland (\$161,000): \$261,000.00 estimate
 - Asphalt & concrete costs - \$100,000 estimate

- Fitness stations - \$75,000 estimate
- Landscaping & Irrigation- \$ 75,000 estimate
- Wayfinding signage - \$ 3,000 estimate
- Drinking fountain - \$2,000 estimate
- Shade canopy - \$6,000 estimate

3. **The Foundation’s Commitments.** The Foundation agrees to provide grant funding pursuant to the terms of this Agreement for the Project in the amount of One Hundred Thousand Dollars (\$100,000.00) (the “Grant Funds”). Any costs of the Project in excess of the amount of Grant Funds shall be the responsibility of the Grantee.

4. **The Grantee’s Commitments.**

a. **Use of Grant Funds.** The Grantee agrees to use the Grant Funds solely in conformance with the description of the Project above. Failure of the Grantee to complete the Project in accordance with the terms of this Agreement or to the satisfaction of the Foundation may be considered a material breach and shall entitle the Foundation to require the Grantee to promptly repay some or all of the Grant Funds.

b. **Healthy West Orange.** The Healthy West Orange movement is a priority of the Foundation, with the goal to make West Orange the healthiest community in the nation. The Grantee will support the efforts and where possible, the Grantee shall display Healthy West Orange logo on the Grantee’s website and provide a link to the movement: <https://healthywestorange.org/> as well as a link to the Healthy West Orange Trails Connection: <https://fhwo.org/hwo-trails-connection>.

c. **Branding and Naming.** Grantee shall ensure the inclusion of permanent and prominent Healthy West Orange naming and branding for trail assets paid for through the Grant Funds. The Grantee shall include Healthy West Orange information in Grantee’s programming and educational materials, all in a form acceptable to and approved by the CEO or her designee.

5. **Reporting Requirements.** The Grantee shall provide a written summary report to the Foundation and to the HWOTC every six months after the date of this Agreement until the Project is completed, and include a narrative account of the Project work completed, an accounting for the use of the Grant Funds, measurable project outcomes, and costs incurred. The report should provide certification that the Grant Funds are being used in conformance with this Agreement.

6. **Term.** The Agreement shall expire after the Foundation’s receipt and acceptance of the Grantee’s final report required by Section 5, but not beyond two years from February [___], 2026. Any provisions of this Agreement creating obligations extending beyond the term of this Agreement shall survive the expiration or termination of this Agreement.

7. **Notices.** Notices or other communications under this Agreement must be in writing and signed by the sending party, and the sending party must use one of the following methods of delivery, in which case notice will be effective upon receipt: (a) personal delivery; (b) registered or certified mail, in each case return receipt requested and postage prepaid; or (c) nationally recognized overnight carrier, with all fees prepaid. Delivery via facsimile or e-mail is also permitted provided it is followed by delivery via one of the methods (a)-(c) above, and any such delivery via facsimile

or e-mail shall not be deemed to have been received until such delivery pursuant to methods (a)-(c) above shall have been received. Notices or other communications shall be addressed to the receiving party at the addresses listed below for the receiving party or to any other addresses designated by the receiving party in a notice in accordance with this Section 7:

For the Foundation:

Foundation for a Healthier West Orange
Attention: Tracy Swanson
1200 E. Plant St. STE200
Winter Garden, Florida 34787
Phone: 407-337-6919
tswanson@fhwo.org

The Town of Oakland:

Attn: Michael Parker and Shane Taylor
230 N. Tubb Street / P.O. Box 98, Oakland FL., 34760
Phone: 407-427-8835 / 407-656-1117 x2302
mparker@oaklandfl.gov

8. **Assignment.** Neither party may assign this Agreement without first obtaining the prior written consent of the other party.
9. **Press Releases.** Neither party shall issue a press release with respect to this Agreement without the prior review and written consent of the other party. Any press release issued shall be mutually agreed to by both parties. Neither party will use the name or logos of the other party or any of its affiliates, or of any of its employees, for any purpose without prior written permission from the other party.
10. **Amendments, Waiver.** No change or modification to this Agreement, or waiver of any provision, shall be valid unless the same is in writing and signed by all parties hereto. No failure or delay on the part of either party in exercising any right or remedy under this Agreement shall operate as a waiver.
11. **Indemnification; Limitation of Remedies and Liability.**
 - a. The Grantee shall defend, indemnify, and hold harmless the Foundation, its officers, directors, agents, and employees from and against all claims, damages, losses, liens, and expenses, (including but not limited to reasonable fees and charges of attorneys or other professionals and court and arbitration or other dispute resolution costs) to the extent arising out of or resulting from (i) breach of the terms of this Agreement by the Grantee, (ii) violations of applicable law by the Grantee, or (iii) disease or death of third parties (including Foundation employees and agents and those of the Grantee) relating to the Project. The provisions of this section shall survive the expiration or termination of this Agreement for any reason.
 - b. The Grantee waives all claims against the Foundation for injury, death, damage, or loss arising from or related to activities conducted under this Agreement. The Foundation is not liable to the Grantee for indirect, special, or consequential damages, including, but not limited to, loss of revenue, loss of profit, cost of capital, or loss of opportunity, regardless

of whether such liability arises out of contract, tort (including negligence), strict liability, or otherwise.

12. **Entire Agreement.** This Agreement sets forth all of the promises, agreements, conditions, understanding, warranties, or representations among the parties with respect to the matters set forth herein, and there are no promises, agreements, conditions, understandings, warranties, or representations, oral or written, express or implied, among them with respect to such matters except as set forth herein.
13. **Applicable Law; Venue.** This Agreement shall be construed in accordance with the laws of the State of Florida. Any dispute arising out of or relating to this Agreement shall be subject to the exclusive venue of the United States District Court for the Middle District of Florida or the Ninth Judicial Circuit, in Orange County, Florida, and the parties waive any objections as to jurisdiction or venue in such court.
14. **Compliance with Federal, State and Local Laws.** In the performance of this Agreement, the parties shall comply with all federal, state, and local laws, rules, and regulations that may be applicable to this Agreement.
15. **Attorneys' Fees.** If any litigation or controversy arises out of or in connection with this Agreement between the parties hereto, the prevailing party in such litigation or controversy shall be entitled to recover from the other party all reasonable attorneys' fees, expenses, and suit costs, including those associated with any appellate or post-judgment collection proceeding.
16. **Severability.** If any provision of this Agreement is found by a court of competent jurisdiction to be invalid or unenforceable to any extent, the remainder of this Agreement shall not be affected thereby and shall remain enforceable to the greatest extent permitted by law.
17. **Public Records.** To the extent the Grantee is acting on behalf of the Foundation as provided under Subsection 119.011(2) of the Florida Statutes, the Grantee shall:
 - a. Keep and maintain public records required by the Foundation to perform the services under this Agreement.
 - b. Upon request from the Foundation's custodian of public records, provide the Foundation with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119 of the Florida Statutes or otherwise provided by law.
 - c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the Agreement term and following completion of this Agreement if the Grantee does not transfer the records to the Foundation.
 - d. Upon completion of this Agreement, transfer, at no cost, to the Foundation all public records in possession of the Grantee or keep and maintain public records required by the Foundation to perform the service. If the Grantee transfers all public records to the Foundation upon completion of this Agreement, the Grantee shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Grantee keeps and maintains public records upon completion of this Agreement, the Grantee shall meet all applicable requirements for retaining public records.

All records stored electronically must be provided to the Foundation, upon request from the Foundation's custodian of public records, in a format that is compatible with the information technology systems of the Foundation.

If the Grantee fails to provide the public records to the Foundation within a reasonable time, the Grantee may be subject to penalties under Section 119.10 of the Florida Statutes.

IF THE GRANTEE HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE GRANTEE'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE FOUNDATION'S CUSTODIAN OF PUBLIC RECORDS AT (407) 337-6919, AMendyk@fhwo.org, 1200 E. Plant St. STE 200, Winter Garden, FL 34787.

- 18. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which when so executed and delivered, shall be an original, but such counterparts shall together constitute one and the same instrument. Signatures to this Agreement transmitted by facsimile transmission, by electronic mail in "portable document format" (.pdf) form, or by any other electronic means intended to preserve the original graphic and pictorial appearance of a document, will have the same effect as physical delivery of the paper document bearing the original signature.

IN WITNESS WHEREOF, the parties, acting through their officers or representatives thereunto duly authorized, have executed and delivered this Agreement as of the Effective Date.

THE FOUNDATION:

THE GRANTEE:

HWO, INC. d/b/a FOUNDATION FOR A HEALTHIER WEST ORANGE

TOWN OF OAKLAND

By: _____
Tracy Swanson, Chief Executive Officer

By: _____
Shane Taylor, Mayor

THE HWOTC:

HEALTHY WEST ORANGE TRAILS CONNECTION

By: _____

Print Name: _____

Title: _____

ACTIVE:39213977.2



**STAFF MEMO
ITEM 4f**

MEETING DATE: February 24, 2026
TO: Town Commission
FROM: Gabrielle Leon, Director of Finance
RE: Approval of Fixed Asset Disposals Fiscal Year 2024-2025

BACKGROUND:

As part of the Town’s annual financial audit and routine internal review procedures, the Finance Department conducted an evaluation of the Town’s fixed asset inventory. This review is performed to ensure compliance with generally accepted accounting principles, governmental accounting standards, and internal control best practices.

During this process, certain assets were identified as obsolete, damaged beyond repair, no longer in service, missing, or otherwise having no remaining useful value to the Town.

As part of this review, the fixed asset inventory lists were provided to staff and respective Department Directors. Each department evaluated the assets assigned to them and provided recommendations for disposal where appropriate. Department Directors have reviewed and signed off on the proposed disposals based on their operational assessment and confirmation that the assets are no longer needed for Town purposes.

The purpose of this agenda item is to obtain Commission approval to formally dispose of the identified fixed assets and remove them from the Town’s fixed asset ledger. Commission approval ensures transparency, proper oversight, and alignment with Town policy regarding asset management and disposal.

Removing these items from the inventory is necessary to:

- Maintain accurate financial records
- Ensure audit compliance
- Reflect the true value of the Town’s assets
- Support proper internal controls and financial housekeeping practices

RECOMMENDATIONS:

Staff recommends that the Town Commission approve the disposal of the fixed assets identified in the attached inventory list as part of the annual audit process and Finance Department housekeeping review.

FINANCIAL IMPACTS:

There is no negative fiscal impact associated with this action. In some cases, surplus sale of assets may result in nominal revenue to the Town. Removal of fully depreciated or unusable assets improves the accuracy of the Town’s financial statements.

ATTACHMENTS:

Summary of Disposals

FIXED ASSETS DISPOSALS BY ASSET NUMBER

Dates: 10/01/2024 to 09/30/2025

Includes Depreciable Assets Only

| Asset Number Description | Bar Code | Asset Group Building | Acq Date/ Disp Date | Orig Cost / Cost Disp (\$) | Accumulated Depreciation (\$) | Disposal Cost (\$) | Proceeds (\$) |
|---|----------------|---------------------------|------------------------|-------------------------------|----------------------------------|-----------------------|---------------|
| G-295 2010 Taser | | Equipment-Pu Equipment | 3/31/2010 | 1,706.99 | | | |
| | Removed | | 9/30/2025 | 1,706.99 | 1,706.99 | | |
| G-311 Biz Pro Server for Police Dept | | Equipment-IT Equipment | 3/31/2012 | 3,462.00 | | | |
| | Removed | | 9/30/2025 | 3,462.00 | 3,462.00 | | |
| G-315 2013 Ford Explorer Vin #1FM5K8AR4DDGB40847 | | Vehicles Eq Veh | 3/31/2013 | 31,999.00 | | | |
| | Removed | Equipment Vehicles | 9/2/2025 | 31,999.00 | 31,999.00 | | |
| G-327 2014 Police Ford Explorer Vin 1FM5K8AR9EGB25262 | | Vehicles Eq Veh | 3/31/2014 | 31,199.00 | | | |
| | Administrative | Equipment Vehicles | 9/30/2025 | 31,199.00 | 31,199.00 | | |
| G-338 Dell Power Edge R320 Server for Police Dept | | Equipment-IT Equipment | 3/31/2015 | 3,740.23 | | | |
| | Removed | | 9/30/2025 | 3,740.23 | 3,740.23 | | |
| G-349 Ford Interceptor Vin #1FM5K8ARXGGB54384 | | Vehicles Eq Veh | 3/31/2016 | 35,654.84 | | | |
| | Administrative | Equipment Vehicles | 9/30/2025 | 35,654.84 | 35,654.84 | | |

FIXED ASSETS DISPOSALS BY ASSET NUMBER

Dates: 10/01/2024 to 09/30/2025

Includes Depreciable Assets Only

| Asset Number Description | Bar Code | Asset Group Building | Acq Date/ Disp Date | Orig Cost / Cost Disp (\$) | Accumulated Depreciation (\$) | Disposal Cost (\$) | Proceeds (\$) |
|--|----------|--|------------------------|-------------------------------|----------------------------------|-----------------------|---------------|
| G-351 2016 Ford Interceptor Vin #1FM5K8AR6GGB54382 | Removed | Vehicles Vehicles Eq Veh Equipment Vehicles | 3/31/2016 9/30/2025 | 32,419.57 32,419.57 | 32,419.57 | | |
| G-360 2017 Police Interceptor Vin# 1FM5K8AR7HGB64873 | Removed | Vehicles Vehicles Equip Equipment | 6/30/2017 9/2/2025 | 40,173.09 40,173.09 | 40,173.09 | | |
| G-361 2017police Interceptor Vin# 1FM5K8AR1HGB93091 | Sale | Vehicles Vehicles RTUA Right to Use Asset | 6/30/2017 10/1/2024 | 39,836.22 39,836.22 | 39,836.22 | | |
| G-363 2017 Police Interceptor VIN #1FM5K8AR5HGB93093 | Sale | Vehicles Vehicles RTUA Right to Use Asset | 6/30/2017 10/1/2024 | 39,836.22 39,836.22 | 39,836.22 | | |
| G-365 Win 10 Tablet for Police Car 1 of 10 | Removed | Equipment-IT Equipment-IT Equip Equipment | 6/30/2017 9/30/2025 | 4,639.19 4,639.19 | 4,639.19 | | |
| G-366 Win 10 Tablet for Police Car 2 of 10 | Removed | Equipment-IT Equipment-IT Equip Equipment | 6/30/2017 9/30/2025 | 4,639.16 4,639.16 | 4,639.16 | | |

FIXED ASSETS DISPOSALS BY ASSET NUMBER

Dates: 10/01/2024 to 09/30/2025

Includes Depreciable Assets Only

| Asset Number Description | Bar Code | Asset Group Building | Acq Date/ Disp Date | Orig Cost / Cost Disp (\$) | Accumulated Depreciation (\$) | Disposal Cost (\$) | Proceeds (\$) |
|--|----------|-------------------------|------------------------|-------------------------------|----------------------------------|-----------------------|---------------|
| G-367 Win 10 Tablet for Police Car 3 of 10 | Removed | Equipment-IT Equip | 6/30/2017 9/30/2025 | 4,639.16 4,639.16 | 4,639.16 | | |
| G-368 Win 10 Tablet for Police Car 4 of 10 | Removed | Equipment-IT Equip | 6/30/2017 9/30/2025 | 4,639.16 4,639.16 | 4,639.16 | | |
| G-369 Win 10 Tablet for Police Car 5 of 10 | Removed | Equipment-IT Equip | 6/30/2017 9/30/2025 | 4,639.16 4,639.16 | 4,639.16 | | |
| G-370 Win 10 Tablet for Police Car 6 of 10 | Removed | Equipment-IT Equip | 6/30/2017 9/30/2025 | 4,639.16 4,639.16 | 4,639.16 | | |
| G-371 Win 10 Tablet for Police Car 7 of 10 | Removed | Equipment-IT Equip | 6/30/2017 9/30/2025 | 4,639.16 4,639.16 | 4,639.16 | | |
| G-372 Win 10 Tablet for Police Car 8 of 10 | Removed | Equipment-IT Equip | 6/30/2017 9/30/2025 | 4,639.16 4,639.16 | 4,639.16 | | |

FIXED ASSETS DISPOSALS BY ASSET NUMBER

Dates: 10/01/2024 to 09/30/2025

Includes Depreciable Assets Only

| Asset Number Description | Bar Code | Asset Group Building | Acq Date/ Disp Date | Orig Cost / Cost Disp (\$) | Accumulated Depreciation (\$) | Disposal Cost (\$) | Proceeds (\$) |
|---|----------------|--|------------------------|-------------------------------|----------------------------------|-----------------------|---------------|
| G-373 Win 10 Tablet for Police Car 9 of 10 | Removed | Equipment-IT Equipment-IT Equip Equipment | 6/30/2017 9/30/2025 | 4,639.16 4,639.16 | 4,639.16 | | |
| G-374 Win 10 Tablet for Police Car 10 of 10 | Removed | Equipment-IT Equipment-IT Equip Equipment | 6/30/2017 9/30/2025 | 4,639.16 4,639.16 | 4,639.16 | | |
| G-423 14- Body Cameras for PD | Removed | Equipment-Pu Equipment-Public Safety Equip Equipment | 10/1/2024 | 84,914.05 84,914.05 | 47,544.67 | | |
| G-449 5 Canon Copiers | Administrative | Leasing Right To Use Leased Asset RTUA Right to Use Asset | 10/1/2024 | 33,187.75 33,187.75 | 33,187.75 | | |
| G-45 Canon IR Advance C5540i (III) | Administrative | Leasing Right To Use Leased Asset RTUA Right to Use Asset | 10/1/2024 | 7,190.17 7,190.17 | 7,190.17 | | |
| G-483 22 Body Worn Cameras Police | Administrative | Equipment-Co Equipment-Communications Equip Equipment | 10/1/2024 | 17,189.13 17,189.13 | 2,552.47 | | |

FIXED ASSETS DISPOSALS BY ASSET NUMBER

Dates: 10/01/2024 to 09/30/2025

Includes Depreciable Assets Only

Town Of Oakland

FY 2024-2025

| Asset Number Description | Bar Code | Asset Group Building | Acq Date/ Disp Date | Orig Cost / Cost Disp (\$) | Accumulated Depreciation (\$) | Disposal Cost (\$) | Proceeds (\$) |
|-------------------------------------|----------|-----------------------------------|------------------------|-------------------------------|----------------------------------|-----------------------|---------------|
| G-494 | | Leasing Right To Use Leased Asset | | | | | |
| 2019 Dodge Charge RWD | | RTUA Right to Use Asset | | 19,131.36 | | | |
| VIN#2C3CDXAG8KH660223 | | | | 19,131.36 | 2,149.00 | | |
| | Scrap | | 9/10/2025 | | | | |
| GROUP TOTALS: | | | | \$468,031.25 | \$399,042.85 | \$0.00 | \$0.00 |
| GRAND TOTALS: | | | | \$468,031.25 | \$399,042.85 | \$0.00 | \$0.00 |
| TOTAL ORIGINAL COST: | | | | \$468,031.25 | \$399,042.85 | \$0.00 | \$0.00 |
| TOTAL DISPOSED: | | | | \$468,031.25 | | | |
| ORIGINAL COST LESS DISPOSED: | | | | \$0.00 | | | |



ITEM 6
Elise Hui, Town Manager
Manager and Staff Reports

MEETING DATE: February 24, 2026
TO: Town Commission
FROM: Elise Hui, Town Manager
RE: Town Manager and Staff Reports

Principal Dwyer

Important Dates:

March 13 – Student Holiday/Teacher Workday
March 16-20 – Spring Break

Human Resources Manager Woosypiti

Please see attached February 2026 Employee Anniversary Report.

Community Outreach Manager Dattolo

Please see attached Heritage Day Post-Event Report, January Monthly Report, and upcoming event flyers.

Oakland Nature Preserve Managing Director O'Brien

Please see attached upcoming event flyers.

Town Clerk Heard

Early voting starts Monday, March 2nd through Sunday, March 8th from 7:00 am to 7:00 pm daily at the following locations:

- 1) Apopka Community Center in the Apopka City Hall Complex
519 S. Central Avenue, Apopka, FL 32703
- 2) Supervisor of Elections Office
119 W. Kaley Street, Orlando, FL 32806

Town Manager Hui

2/11 – Mike Parker and I traveled to Orange County to meet with Orange County and Oakland Park representatives to discuss the Johns Lake Outfall Canal and rebuilding of the weir.

2/19 – The Black History Tribute Artist Reception was very well attended and an amazing event. A big thank you to the Arts & Heritage Center Staff for putting on this event as well as Heritage Day!

Please visit www.Oaklandfl.gov (Town News) for the latest news about the Town.

Town of Oakland

February 17, 2026

To: Town of Oakland Commissioners

From: Ashly Woosypiti, HR & Payroll Specialist

Re: Employment Anniversaries for February

The Town of Oakland truly values our employee's contributions to the community and residents. We sincerely appreciate you and thank you for all the work you do.

We would like to recognize the following employee anniversaries for the month of February:

| Name | Position | Years of Service |
|-------------------|--|------------------|
| Megan Montgomery | Arts & Heritage Center - Creative Content Coordinator | 1 |
| Marissa Rodriguez | Oakland Avenue Charter School - Teacher, Elementary PE | 1 |
| Lynn Dattolo | Arts & Heritage Center - Community Outreach Manager | 13 |
| Stacie Quinn | Police Dept - Executive Assistant to the Chief of Police | 15 |

Post Event Report, Feb 09, 2026

Heritage Day

January 31, 2026

10 - 2 pm

Prepared by: Megan Montgomery, Events Coordinator



Live music featuring Nashville recording artist Sean Holcomb & local band Lucky to Be. Animal ambassador demonstration with Oakland Nature Preserve, including their raffle items. Shopping vendors. Food trucks. Black History Tribute Artist Opening. Patrick Tobin Music on the Porch. Mechanical Gator. Bungee Jump. Fun Bus. Petting Zoo. Photo Booth. Face Painter. Fresh Start Zone. Healthy West Orange 5K.

Estimated Overall Attendance: 3,000, including HWO 5K runners (weekend weather was record low temps)

Arts & Heritage Center Attendance: 350 (including morning 5K)

Guest Reactions:

Guest feedback was mostly positive, with room for small but impactful improvements. Post-event social media comments and conversations with residents shared a fun day, despite the cold. Guests were happy to see some of their favorite vendors and food trucks. The kids' activities offered were a big hit the whole day, whether there was a charge for the activity or not. Some guests were asking about if/when the Mayor would be speaking. Guests admitted to not staying as long as they wanted because of the weather. Quite a few families brought their fur babies!

Vendor Reactions:

Vendors gave feedback to Sheena of Orange Blossom Market Co. via a Google form and were glad we did not cancel. Some vendors reported having lowered their expected sales goals, assuming weather would be an issue with attendance. We also had last-minute vendor cancellations. A few vendors sold out the amount of product they brought, including our coffee truck, Green Pea Coffee, due to the high demand for hot beverages. Other vendors took a unique approach and pivoted their product: for example, Pelicans SnoBalls instead sold hot chocolate. In the survey, they again expressed interest in the event running longer. The ONP raffle was not as successful; we discussed at our debrief meeting sticking with the 50/50 raffle tickets, versus actual items for bid.

Partnerships:

This event did not have a presenting sponsor, unlike previous years. This was not secured by the previous Events Coordinator and did not align with a possible presenting sponsor's financial timeline. Atlas Injury to Health Chiropractic was a representative sponsor and attended the full event. Vendors/Orange Blossom Market Co. brought in their representative sponsor, Bath Fitter. Overall, it appears to be an oversight or a disconnect that Healthy West Orange does not hold the role of presenting sponsor for this event. The 5K is handled by Healthy West Orange; a large portion of promos and advertising also comes from them. This is a potential conversation to have moving forward.

Event Staff and Volunteers:

Town Staff in attendance from Outreach were Megan and Lynn, from Public Works, Scott, Adrian, Reilly, and Russell, and our Oakland PD. Town Staff morale was great; overall, the event went quite smoothly. Everyone was on time, all hands on deck, and found immediate solutions as things arose. Public Works was able to have a lunch break together, and Scott also brought them in at a later start time. Megan and Scott, in collaboration with Sheena, pre-planned, communicated, and handled many small details on Thursday and Friday before the event, making sure nothing unreasonable was left to the last minute. All of this largely contributed to the overall success of the event!

Family Church provided parking volunteers and a new parking system, which was very helpful. Lakeside Church provided a large golf cart, which Staff utilized greatly. Moving forward, we'll ask for a continued partnership/donation of their golf carts for large Town events. The Arts & Heritage Center had 1 staff member and 1 volunteer. It would benefit both those people to have 2 staff, and/or the volunteer position be filled by Town staff. Asking residents who are not in the know about current Town events, or the Center's exhibits and events, is quite limiting. All other positions were filled by Orange Blossom Market Co. staff and Healthy West Orange's team for their portions of the event.

Budget:

Planned: \$18,000

Actual Spent: \$19,306.74

Note: Overage due to the last-minute decision to order heaters.

Ways to Improve:

Advertising:

- Trail and 4-way stop banners to go out the full month of January
- Add road closure/parking map to resident water bills
- Order door hangers for residents to know of road closures ahead of time

Parking:

- Hand out printed quick map for non-local staff and volunteers
- Tape off Vendor parking in Speer Park the day before

Event Logistics:

- Have vendors ready to go with the start time of the 5K
- Possibility of starting both the 5K and the event at 9:00 am

Performers:

- Add local groups/teams for additional onstage performances or demonstrations before and after musicians
- Change up the style of musicians booked for 2027
- Give it a music festival vibe, with possibly 3 sets of musicians and shorter sets

Center:

- Needs to be connected to event logistics more, and/or the possibility of not having an exhibit opening on the same day

Miscellaneous Notes:

- Town to budget/purchase heaters, because we ordered five at the last minute
- Adding Friday Vendor check-in was a great idea, and alleviated early Saturday morning stress and workload



MONTHLY REPORT COMMUNITY OUTREACH JANUARY 2026

An Update on The Healthy West Orange Arts & Heritage Center, Community Events, Facility Rentals, and Communications.



Center Visitors

- Jan. 2026: 1667 vs Jan. 2025: 1615

Center & Town Events

- Yoga on the Porch: 77
- Story Time on the Porch: 39
- Farmers Markets: 350
- Oakley's Trailside Treats: 696
(transactions)
- Heritage Day guests at the Center: 358

January's numbers were affected by the extremely cold weather that lasted for several weeks.

January Highlights

Over 2000 guests visited the Center for our 5th Annual *Trees of the Season Contest*. A local business, Nicole Hurley Law, PLLC, sponsored the contest and presented the cash prize to 1st Place Winner, Oakland Nature Preserve! It's clear how much our community values creativity and supporting local businesses and organizations. Also pictured are the "Honorable Mentions": Polka Dogz Pet Rescue for the "Spirit of the Season" award, and Winter Garden Tree Care for the "Creative Concept award". We are grateful to all who participated. The fun and excitement around this tradition continues to grow.





FACILITY RENTALS

Facilities

- Private Event Rentals - 7
- HOA Meeting Hall Rentals - 4
- Internal Meetings - 2
- Park Rentals - 4

Hall closed for maintenance last week of Jan

NEWS COVERAGE



JAN 29, 2026 - Town of Oakland to host 26th annual Heritage Day Festival

The event also will feature the Healthy West Orange 5K.

JAN 21, 2026 - Oakland lands landscaping contract

The commission will use TopNotch Landscaping for its landscaping needs. Commissioners also honored the winner of Trees of the Season.

JAN 16, 2026 - Hull Island home tops Winter Garden/Oakland home sales from Jan. 5 to 11

The home at 1304 Foltz Loop, Oakland, sold Jan. 9 for \$950,000.

JAN 13, 2026 - ONP's opossum ambassador crosses Rainbow Bridge

The Oakland Nature Preserve announced Pepper's passing on Facebook.

**Town of Oakland
Facebook Followers
JAN: 4,0744**

Oakland's 26th annual Heritage Day festival brought live music, food trucks, arts & crafts vendors, an educational demonstration from Oakland Nature Preserve, Fun Bus, petting zoo, bungee jump, a mechanical gator, the Healthy West Orange 5K, Fresh Start Zone, and the opening of the Arts & Heritage Center Black History Tribute exhibit! Albeit a low-temp "winter" day, guests, performers, staff, and volunteers still had a great time!

Orlando native and Nashville recording artist Sean Holcomb played as a duo with guitar and a fiddle player. Local favorites, Lucky to Be kicked off the festival, setting the vibe with fun! The Center featured music on the porch, with Patrick Tobin. In Speer Park, Oakland's favorite shopping vendors and food trucks gave it a local, homey touch. We look forward to the 27th year celebrating!



UPCOMING EVENTS



WINTER 2025 - 2026




**Storytime
on the Porch**

2ND THURSDAY

10:30 am

HWO Arts & Heritage Center



Farmers Market

2ND & 4TH THURSDAY

9 am - 2 pm

HWO Arts & Heritage Center




Yoga on the Porch

MON at 6:30 pm

SAT at 10 am


HWO Arts & Heritage Center




THE SKY REMEMBERS
featuring

Orlando Camera Club

**PHOTOGRAPHY EXHIBIT RUNS
NOV 15 - JAN 9**



HWO Arts & Heritage Center





**5th Annual
Trees of the Season**

NOV 22 - JAN 3

Sponsored by:

Nicole Hurley Law PLLC

Heritage Day

JAN 31 * 10 - 2 PM

FEATURING WESTLY'S 5K



Live music by Lucky to Be & Nashville artist Sean Holcomb

**Speer Park
331 N. Tubb St.**

Black History Tribute
celebrating art & icons
changing America

EXHIBIT RUNS JAN 31 - MAR 28

HWO Arts & Heritage Center

Oakland Nature Preserve

**BLUE HIKE
PADDLE TOUR**

**February 7
9-12 pm**

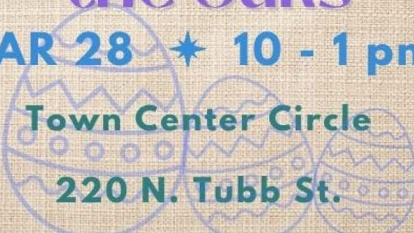


For more info,
visit oaklandnaturepreserve.wildapricot.org

Celebration Among the Oaks

MAR 28 * 10 - 1 pm

**Town Center Circle
220 N. Tubb St.**



Black History Tribute 2026

*CELEBRATING ART & ICONS
CHANGING AMERICA*

HEALTHY WEST ORANGE
ARTS AND HERITAGE CENTER
AT THE TOWN OF OAKLAND 

ON DISPLAY JAN. 31 - MAR. 27

*126 W. PETRIS AVE.
OAKLAND, FL*





POURS
AT THE PRESERVE

March 7
5:30 – 8:30PM
\$50/person



OAKLAND NATURE
PRESERVE



Join us at the log cabin for a delightful evening of food, beer, and wine. Enjoy the company of fellow nature enthusiasts while listening to music and engaging in great conversations.

After grabbing dessert, take a leisurely stroll down the Healthy West Orange Boardwalk, guided by luminaries. Listen to the owls, the frogs, maybe the whippoorwill, and keep your eyes open for fireflies.

Share a love-note, a remembrance, or honor someone on one of the luminaries, to be arranged when you register for this special event.

Limited to 125 guests, ages 21 and over only please.

TICKETS GO ON SALE JANUARY 21ST

Register at www.OaklandNaturePreserve.org/pours

Sponsored by: **COSTCO**
WHOLESALE

02-24-2026 Town Commission Regular Agenda Packet

WINDERMERE BREWING CO.

BORN FROM THE LAKES



Celebration AMONG THE OAKS

March 28 • 10 – 1 pm

VANDERLEY PARK | 117 E. GULLEY AVE.



Advent Health

Lakeside
CHURCH



FOOD TRUCKS!

EGG HUNTS!

ROCK WALL & MORE!

SHOP LOCAL!



BUNNY PHOTOS!



FUN BUS!



PETTING ZOO!



DJ!

Summer Camp 2026

at Oakland Nature Preserve



June 8- June 12

Week 1: The Very Hungry Caterpillar and Friends | Ages 5-12

Jump, Hop, Fly and Swim into this colorful camp, inspired by the books of Eric Carle. You'll make friends along the way while exploring the natural world and its unique creatures.

June 15- June 19

Week 2: Gotta Catch 'em All | Ages 6-12

Design your own Pokeballs, learn about real-life animals to fill your Pokedex, and test your skills to become the next Gym Leader. How many badges can you earn?

June 22- June 26

Week 3: AdventureDays | Ages 6-12

Explore unique animals, adaptations, ecosystems, and more! Every day is a new adventure!

July 6- July 10

Week 4: The Very Hungry Caterpillar and Friends | Ages 5-12

Jump, Hop, Fly and Swim into this colorful camp, inspired by the books of Eric Carle. You'll make friends along the way while exploring the natural world and its unique creatures.

July 13- July 17

Week 5: Gotta Catch 'em All | Ages 6-12

Design your own Pokeballs, learn about real-life animals to fill your Pokedex, and test your skills to become the next Gym Leader. How many badges can you earn?

July 20- July 24

Week 6: Art in Nature | Ages 8-12

A creative week where artists will explore the beauty of the outdoors through painting, crafts, clay and other artistic mediums, culminating in an art gallery showcasing their talent.

Cost: \$215 per week for Weeks 1-5, \$235 for Week 6 due to the extra supplies and space required for an artistic camp.

02-24-2026 Town Commission Regular Agenda Packet





OAKLAND NATURE PRESERVE

**Continues to collect soft plastics.
Collection bins are in Town Hall
and on the porch of ONP**



RECYCLE BEYOND THE BAG

Recycle your household bags & wrap into Trex's Earth-friendly composite decking and railing!



FROM THE STORE



✓ Produce bags

✓ Store bags

✓ Ice bags



FROM YOUR PANTRY



✓ Ziploc® & other reclosable bags

✓ Cereal box liners

✓ Case overwrap

✓ Bread bags



FROM YOUR FRONT DOOR



✓ Newspaper sleeves

✓ Dry cleaning bags

✓ Bubble wrap

✓ Plastic e-commerce mailers

Plastics must be clean, dry and free of food and organic residue



trex.com/recycling 1-800-Buy-Trex