



SIGNATURE
SPECIAL EVENT SERVICES

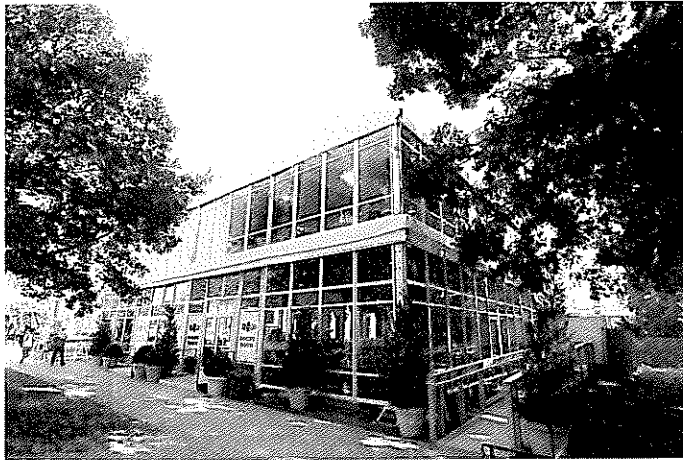


NATIONWIDE TEMPORARY & MOBILE
KITCHEN, POWER, SUPPORT EQUIPMENT & CONSULTING

Company Overview

SSES was founded in 2003 and based in Eldersburg, Maryland. Subsequently three years later in October of 2006, Signature Special Event Services, Inc. became a subsidiary of TVI Corp.

In 2009, Lexington, Kentucky based The Lundergan Group purchased Signature Special Event Services from TVI. The purpose of the acquisition was to build TLG's inventory of complete turn-key rental assets; and get back to the basics; concentrating on complete customer service with premium assets, and returning the prestigious reputation and national recognition Signature was afforded. Over the next year, The Lundergan Group restructured the company and moved the corporate headquarters to Kentucky; with offices in Chicago, Maryland, Florida, and Indianapolis. Today, Signature Special Events boasts the most complete selection of support equipment for your special project..

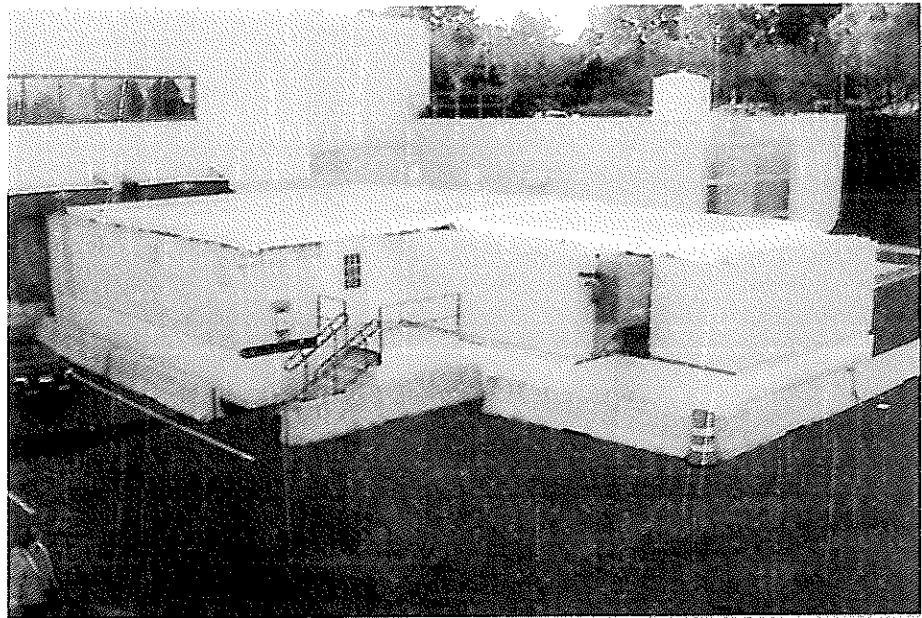


NATIONWIDE TEMPORARY & MOBILE
KITCHEN, POWER, SUPPORT EQUIPMENT & CONSULTING



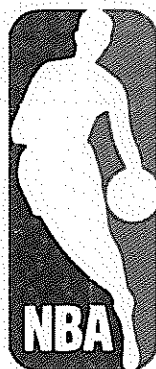
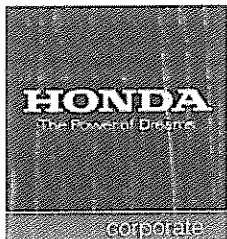
SIGNATURE
SPECIAL EVENT SERVICES

Signature Special Event Services has successfully provided quality equipment and services to some of the largest and most prestigious events in the country. From the 1996 Olympic Games to the U. S. Open Golf Championship. From Foxwoods Casino to Rockefeller Plaza, Signature provides turnkey solutions for every event need. Products include clear span structures, pole and frame tents, mobile kitchens, temperature control, flooring, lighting, generator power, power distribution, and redundant production power.



**NATIONWIDE TEMPORARY & MOBILE
KITCHEN, POWER, SUPPORT EQUIPMENT & CONSULTING**

Distinguished Clients



NATIONWIDE TEMPORARY & MOBILE
KITCHEN, POWER, SUPPORT EQUIPMENT & CONSULTING

Special Projects

Aramark- University of Virginia

Complete Two story-Bi Level Dining Hall and Temporary Kitchen Trailers with Dishwasher Trailer.

Apex- Middlesex County Adult correctional Facility

40x32 Kitchen for the prison with walk in cooler incorporated into kitchen along with loading dock.
The end user was Aramark.

Detroit Grand Prix

Field Kitchens and ancillary power support equipment

Aramark- Danville Jail

Installed Structured Field Kitchen, three year lease term; after the inmate riot

Sodexo- Country Meadows Nursing Home

Structured Kitchen, 20x40 with Skid Kitchens.

Aramark- James Madison University

Supplied a 20x16 concession trailer for the soccer season.

Fit Life Foods

Kitchen trailer for Republican National Convention

Florida Parishes Juvenile Detention Center

40x16 Kitchen will built in walk in cooler/freezer and a 20ft storage container

Lawrence Memorial Hospital

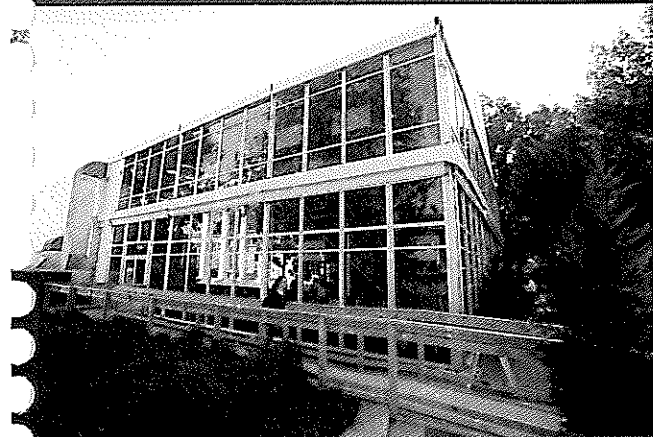
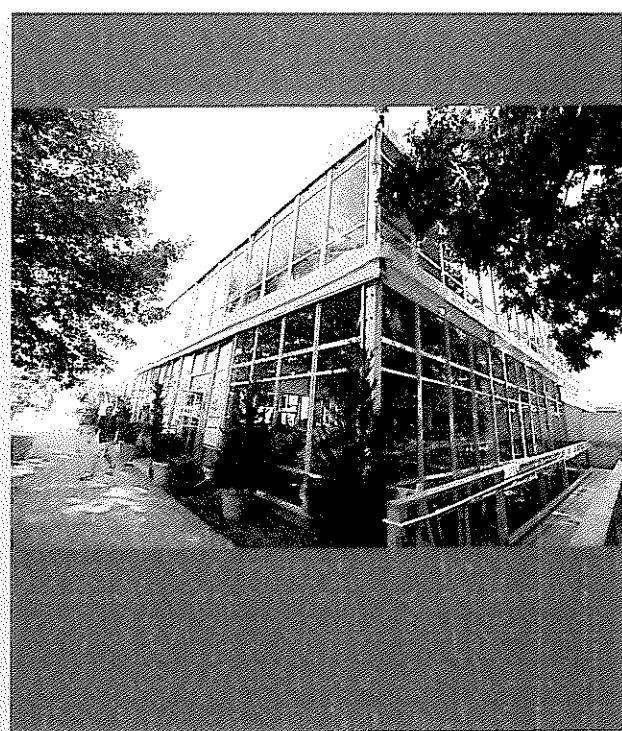
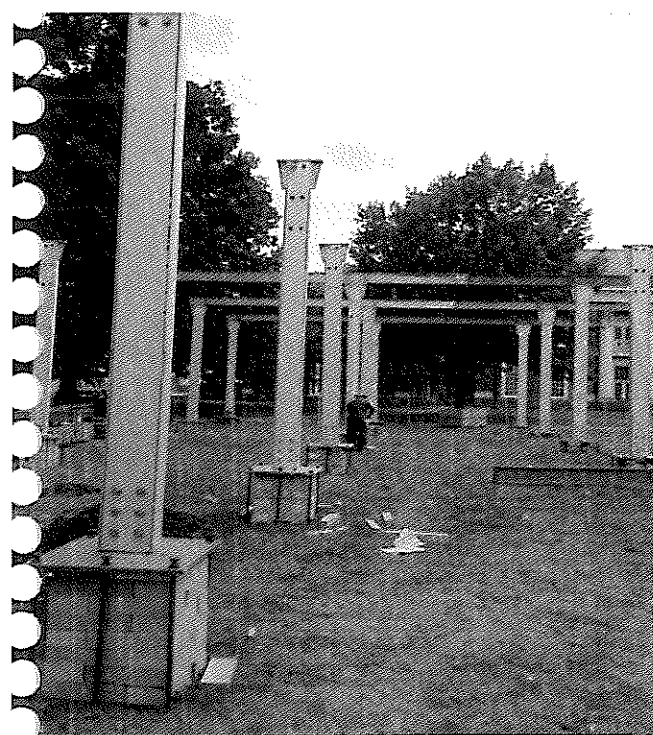
40x32 with walk in cooler/freezer

Delaware North

Supplied twenty (20) skid kitchens for 3 day outside concert at Giant Stadium



NATIONWIDE TEMPORARY & MOBILE
KITCHEN, POWER, SUPPORT EQUIPMENT & CONSULTING



University of Virginia

Newcomb Hall Renovations Lead to Temporary Dining Facility

The University of Virginia will offer a new dining experience in the fall – meals in a temporary building in front of Peabody Hall.

But this is not your run-of-the-mill temporary structure. It will seat 550 diners on two levels, said Brent Beringer, director of U.Va. Dining Services. "It will be open for breakfast, lunch and dinner, following the Newcomb Hall schedule," he said. "There will be a separate dining area for Brown College residents."

The 15,000-square-foot building will have a fabric roof and aluminum and glass walls facing Peabody and Monroe halls and McCormick Road. The main entrance will face Monroe Hall and the kitchen area will be on the Alderman Library side.

"It will be a complete building, with restrooms, running water and electric, a full kitchen cooking with bottled gas," Beringer said. "It will have suspended wooden floors, and we will move the furniture from Newcomb Hall into it. It can stand up to 70-mile-an-hour winds, and the roof can handle a substantial snow load." The building will be anchored to the ground with 25 steel plates, each held into the ground with five-foot-long steel pins. "It will have all the comforts of home and a few more seats than Newcomb Hall offered last year," he said.

The structure takes the place of the dining facilities in Newcomb Hall, which are undergoing extensive renovations and expansions. Those dining areas should reopen for the spring semester.

U.Va. Dining contracted with Signature Events in Lexington, Ky., to supply the building, which has been prefabricated in Germany and is being assembled on site. The building will be open for dinner on Aug. 26 – the Sunday of move-in weekend – and close after examinations in December. It will then be dismantled.

Beringer said that U.Va. Dining will continue to offer food trucks around Grounds, though he said new locations would have to be found for them initially to accommodate construction. He said that the Pavilion XI food court on the lower floor of Newcomb should also be open this fall.

– by Matt Kelly

North America's Leading Full Service Event Rental Company

Signature Special Event services is North America's leading full service event rental company serving the corporate, sporting and special event industries.

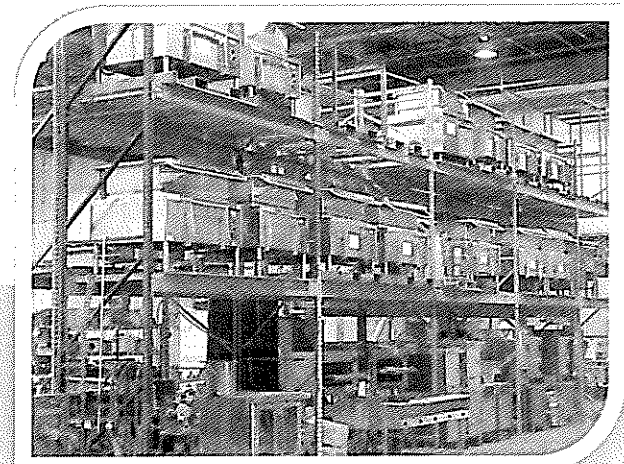
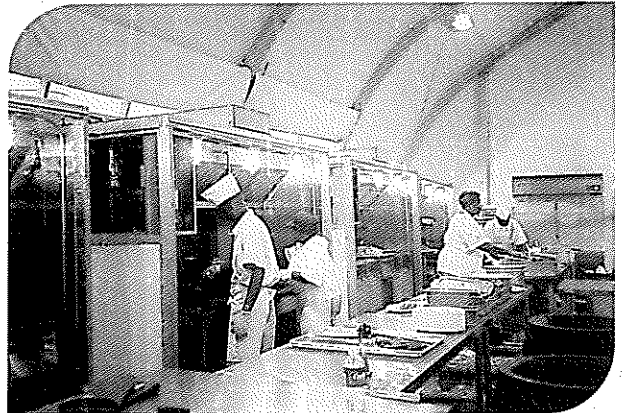
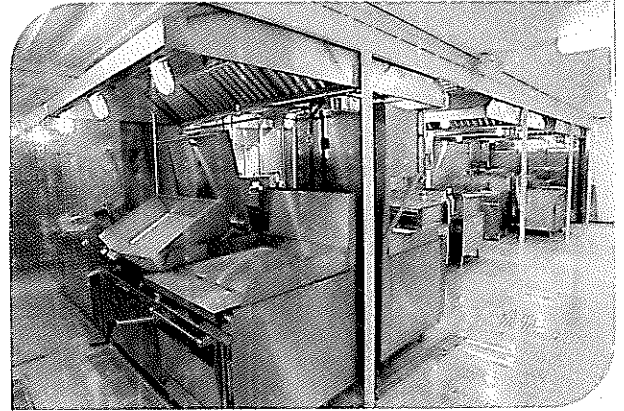
We provide turnkey solutions with comprehensive planning and design, on site management and 24/7 support.

A Unique Management & Production Company

A Unique management and production company, Signature Special Event Services provides a turnkey solution to the most challenging special events. With accurate site evaluation, detailed planning and design, Signature Special Event Services produces the very best temporary, cost effective special event facilities nationwide.

Our team coordination approach, from site evaluation to installation and take down, assures the flawless execution of each special project.

- Site Development and Design
- Project Management
- Installation
- Event Support Staff




SIGNATURE
SPECIAL EVENT SERVICES

TEMPORARY KITCHENS, MOBILE SKID UNITS AND CUSTOMISED TEMPORARY FIELD UNITS

MOBILE KITCHENS

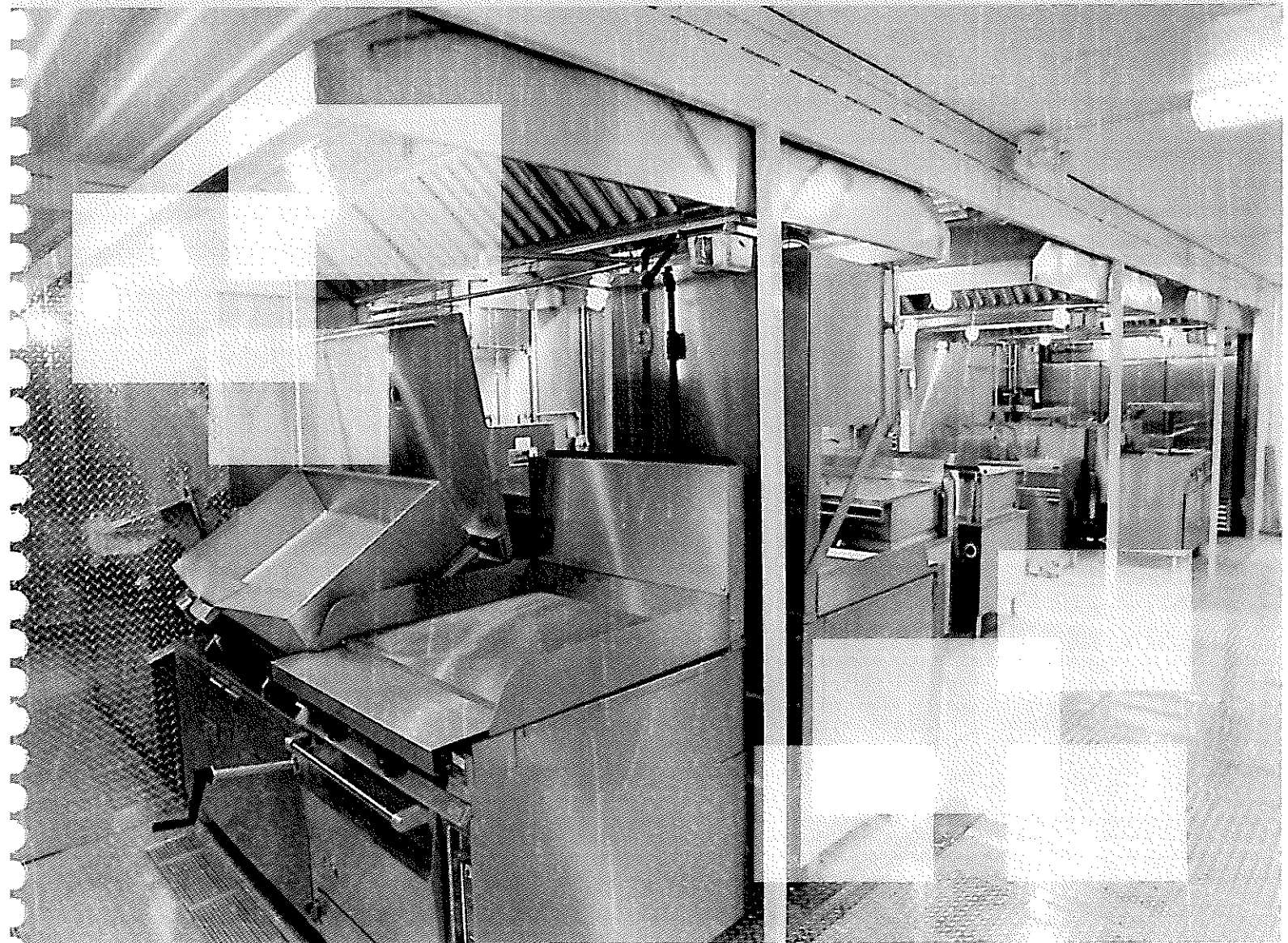
The mobile kitchen division of Signature Special Event Services has mobile kitchen solutions for any situation or project; including hospital or hotel renovations and emergency situations. Our services include large mobile units, compact customized units, portable cooking stations, dishwashers as well as a host of ancillary support equipment.

MODULAR KITCHENS & TENTED UNITS

A variety of shapes and sizes are available depending on the application and site installation requirements. Our completely stainless steel units are designed for modular configuration and can be combined with dry storage, dishwashing spaces, loading docks and refrigeration.

COMMERCIAL, INDUSTRIAL, INSTITUTIONAL, GOVERNMENT & MILITARY

The SSES innovative approach with state of the art, fully equipment assisted are available in a multitude of sizes and configurations. Our food preparation equipment arrive ready to use and can be electric or gas generated. We assist government and municipalities with disaster relief, construction and renovation.





OUR TEAM MEMBERS HAVE HELPED HUNDREDS OF CUSTOMERS & BUSINESSES STAY AHEAD OF THE COMPETITION WITH INNOVATIVE PROCESSES

INNOVATE WITH POWER

Signature Special Events offers state of the art equipment; broadcast savvy project managers, on site technicians, comprehensive planning and design, as well as 24 hour support. From complete cable distribution to manual and automatic switch gear, Signature is the only choice for your project.

CLIMATE CONTROL & GENERATORS

Power generation and climate control are key factors in the success of any event. From sporting events, television broadcasts, corporate events, concerts and movie productions, Signature Special Event Services is behind the scenes, providing a large range of Portable Power Generation and HVAC equipment customized for the special events industry.

PORTABLE SOUND ATTENUATED GENERATORS

At your social or corporate event, Signature Special Event Services stands behind the scenes, providing portable sound attenuated generators customized for the entertainment industry. Redundant generators from 550 watt Hondas to one meg twin paks. Co-generation with utility power with isochronous load sharing to provides 100 % uninterrupted transfer of load. Weather tight enclosures with automatic overhead doors and sound baffles.

- Automatic Synchronization
- Digital Control Panels
- Dual Digital Redundant Voltage Regulations
- Dual Fuel/Water Separators
- 50dB(A) at 50 Feet
- Electric Governor Holds Frequency to 0.1%
- Truck or Trailer Mounted

SOUND ATTENUATED

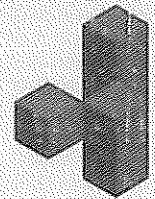
Ranging from 3500 watt to one (1) Meg units

DISTRIBUTION

Complete cable and distribution packages

PORTABLE

Configured to your needs and specifications



SIGNATURE
SPECIAL EVENT SERVICES

SPANNING THE NATION WITH CLEAR SPAN STRUCTURES.

Clear span structures have emerged as the leading mobile environment for high profile corporate events, trade shows and sports hospitality. Box-beam aluminum frame construction, coupled with innovative modular designs, provide maximum unobstructed interior and perimeter space.

Choose from standard white or clear tent tops in widths up to 164 feet. Mix and match modular sections creating the ultimate in design flexibility.

STRATEGIC DESIGN & IMPLEMENTATION
ALLOWS OUR CUSTOMERS AND PARTNERS THE
BEST TEMPORARY SOLUTION



FLEXIBLE SOLUTIONS FOR YOUR NEEDS.


Tension Structures. Under the Big Top, with sloped majestic peaks and classic lines, tension structures create the perfect atmosphere for festivals, social, corporate and sporting events. High peak designs provide maximum ceiling height with limited interior obstruction. White tent tops are available in sizes up to 120 feet wide.

Frame Tents. The perfect solution for intimate social events, aluminum frame tents are extremely versatile and may be dressed with a variety of elegant interior accessories. Frame tents may also be used in conjunction with large clear span or tension tents providing support structures for onsite production offices, concession and kitchen facilities.

ARCUM EMPORIUM

Signature Special Event Services is pleased to announce the newest addition to our expanding inventory of European structures and entertainment pavilions. Complete with two stories the ARCUM encompasses over 20,000 square feet of entertainment and function space.

The logo for Signature Special Event Services features a stylized, curved line above the word "SIGNATURE" in a serif font. Below "SIGNATURE" is the phrase "SPECIAL EVENT SERVICES" in a smaller, sans-serif font.



SIGNATURE
SPECIAL EVENT SERVICES



September 16, 2012

Ed Asher:
Event Signature Services

RE: Assistance during the RNC

Dear Ed:

As we regroup after the RNC I wanted to take a moment to thank you all for helping to make the RNC a huge success for us. There was so much going on but every time we needed something you were right there. It really helped to make the entire event a huge success.

Let's face it- without the mobile kitchen we were not going to get anything done for this event. I have to commend you for providing a quality unit that preformed just as we needed it too. The amount of help in choosing the right unit, delivery schedules and equipment configuration were beyond helpful. I have to say it was nice to have the best unit at the event. The company next to us had gone with a different company and you could just see that they had not enjoyed the same level of support as us. As they say it is all in the details and you were all over those.

I look forward to a rewarding future and continue success for all of us.

be fueled,

Andrew Ruga
Culinary Director
Fitlife Foods-Tampa
813-992-3976



NATIONWIDE TEMPORARY & MOBILE
KITCHEN, POWER, SUPPORT EQUIPMENT & CONSULTING

Apr. 9, 2013

To whom it may concern:

In the last 10 years, I have had two separate projects where ARAMARK has teamed with Signature Special Event Services to provide temporary building solutions for our clients and students. The first was a some what minor project in size that stretched from a 2 month to a 2+ year project. Signature maintained the dish room in all types of weather and temperature conditions during that time. All emergency and service calls concerning dish room operations forwarded to Signature were corrected quickly and completely.

In Jan. 2012, UVA Dining Services was involved in a major facility renovation and there was a need for a temporary building space for 700 diners with a complete kitchen. Signature came into the planning stages late as building space was reduced in size and we had to look at a 2 story building to accommodate the number of seats needed. There was a short planning and architectural review phase which required a lot of detail information from Signature. The building planning and install was completed in the time required and deadlines met. The punch list items were completed in a timely manner and during the 4 months the building was in use, they continued to service the structure. Signature met all deadlines in the short time line. They kept to their contract and budget requirements.

Ed Asher and his team from Signature were dedicated to the project, to service and getting the job done. They delivered as they said they would in the time required. I would certainly use them again if there is a temporary building need.

Terry Locklair
Director of Operation
University of Virginia



NATIONWIDE TEMPORARY & MOBILE
KITCHEN, POWER, SUPPORT EQUIPMENT & CONSULTING



SIGNATURE
SPECIAL EVENT SERVICES

September 28, 2011

Tom and the Signature Team,

I would like to take a moment to express my thanks for the outstanding service that your group provided to us during our kitchen renovation in Jupiter, Florida. From the moment we spoke until the last piece of equipment was picked up, your service, knowledge, expertise, and follow-up exceeded my expectations. The set-up, the safety awareness, the training to my team, and your ability to adapt based on my changing needs were appreciated.

Please utilize me as a personal reference for your group whenever you need. My office number is (561) 694-6386 should anyone ever want to speak with me live regarding your excellent services. I would be happy to personally answer any questions that any potential customers may have regarding your service.

I look forward to working with you and your group again as any needs occur for my team.

Sincerely,

Ben Blonde



NATIONWIDE TEMPORARY & MOBILE
KITCHEN, POWER, SUPPORT EQUIPMENT & CONSULTING

SIGNATURE
SPECIAL EVENT SERVICES



Main Campus
325 Main
Lawrence, KS 66044-1300
785-835-5000

LMH South
3901 Central Blvd
Lawrence, KS 66047

Board of Trustees
400 E. 10th
Lawrence, KS 66044
785-835-5000
D. L. Asher
President & CEO
785-835-5000

President &
Chief Executive Officer
785-835-5000

October 10, 2011

RE: Signature Event Services - Ed Asher

To whom it may concern:

I would like to express my gratitude for the service and professionalism that Ed Asher and Signature Event Services provided for Lawrence Memorial Hospital in the acquisition, set-up and operation of our temporary cooking facility. LMH's vision to be the best community hospital could not have been maintained without excellent service and quick response provided by Ed and Signature.

Sincerely,

Todd Koch PE
Director - Facilities
Lawrence Memorial Hospital



NATIONWIDE TEMPORARY & MOBILE
KITCHEN, POWER, SUPPORT EQUIPMENT & CONSULTING

From: Maltese, Michael
Sent: Monday, October 24, 2011 7:35 PM
To: Farah, Ralph
Subject: FW:
Importance: High

Ralph,

I am a district manager with correctional services in Indiana / Kentucky. Wanted to drop you a quick note of reference regarding the folks that you may be working with at event services (below)

Just as a reference, I met these folks a few years ago under difficult circumstances having lost a kitchen in a fire. (actually is was a prison riot)

They jumped right in and set up temp kitchen for us in a very quick manner. Actually that temp kitchen or (tent city) as we refer to it is still in use today as they are rebuilding.

Tom and Jerry Lundergan (owners) have become close friends since working with them over the past few years.

If you have any questions concerns, etc around these folks please do not hesitate to reach out to me at cell number below.

I can tell you they are great to work with , very dependable , responsible and will do great work should you chose to use them.

Thanks

Mike

Michael Maltese

630.290.8430 · 602.926.2200

mike@signatureevent.com



NATIONWIDE TEMPORARY & MOBILE
KITCHEN, POWER, SUPPORT EQUIPMENT & CONSULTING

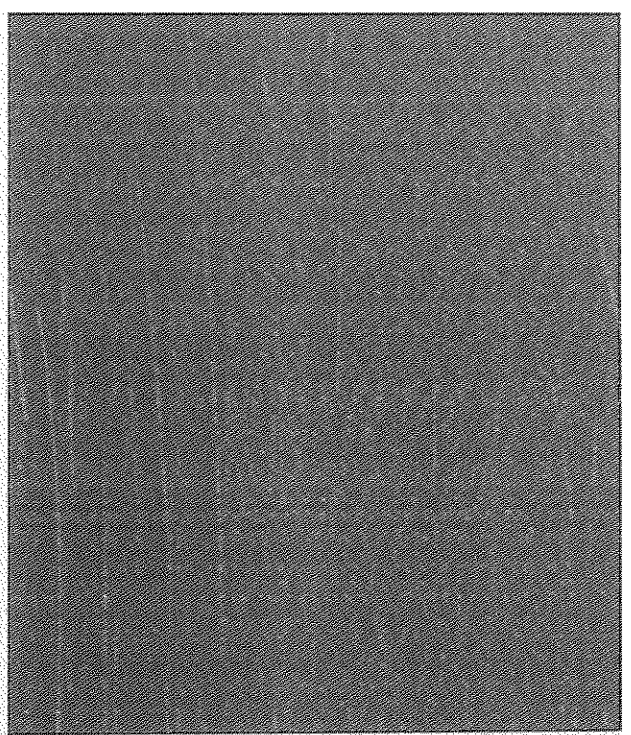
Ed this afternoon I stopped by the Middlesex County Adult correctional Facility and I was pleased to see that the Demobilization of the Temporary Kitchen is almost complete. I would like to take this opportunity to thank you for the simple and efficient way you helped us turn a difficult Project into a simple one. We are looking forward to having you on the next Project.

Regards

Steve Petrou
Apex Enterprises of Union Inc.
2254 Corlies Avenue
Neptune City N.J 07753
Ph#732-774-7774
Fax#732-774-7441



NATIONWIDE TEMPORARY & MOBILE
KITCHEN, POWER, SUPPORT EQUIPMENT & CONSULTING



THE LUNDERGAN HOSPITALITY GROUP

The Lundergan Group is a uniquely branded, completely turnkey food, beverage and rental company.

Over forty five years ago, The Lundergan Group companies began as a small independent catering company which has developed and matured into one of the nation's premier off premise special event and hospitality companies in the nation. Seasoned and experienced, The Lundergan Group companies can offer a variety of needs for your next special event or once in a lifetime function.

TLG approaches the planning process as a collaborative effort with our clients. We start by getting to know you and asking insightful questions so we can fully understand your style, sensibilities, likes, dislikes and passions. This serves as the basis for all creativity. In this fashion, each detail reflects the host, thus giving great personalization and meaning to your event or project.

Finally, we carefully orchestrate each project, ensuring that every element comes together with harmony and excitement. The flow, timing and execution of every detail are as important as the details themselves.

Experience and reputation are paramount. The proven ability of the operator to plan and execute large-scale, high profile projects with excellence is critical. TLG appreciates the importance of these qualifications and we are delighted to share our vast experience in providing exceptional services in many settings.

Seasoned and experienced, The Lundergan Group companies can offer a variety of needs for your next project, assignment or once in a lifetime function.



Lundy's



PART III
FORM OF PROPOSAL

INDEX

1.	FORM OF PROPOSAL	P-2
2.	LEGAL STATUS OF BIDDER.....	P-4
3.	BIDDERS AFFIDAVIT	P-5
4.	BID SCHEDULE – SCHEDULE OF VALUES	P-6
5.	STATEMENT OF BIDDER'S QUALIFICATIONS	P-8
6.	LIST OF PROPOSED SUBCONTRACTORS	P-11
7.	LEXINGTON FAYETTE URBAN COUNTY GOVERNMENT MWD PARTICIPATION GOALS, FORMS, AND GOOD FAITH EFFORTS	P-12
8.	AUTHENTICATION OF BID AND STATEMENT OF NON-COLLUSION AND NON-CONFLICT OF INTEREST.....	P-24
9.	STATEMENT OF EXPERIENCE.....	P-25
10.	EQUAL OPPORTUNITY AGREEMENT.....	P-27
11.	EQUAL EMPLOYMENT OPPORTUNITY AFFIRMATIVE ACTION POLICY	P-30
12.	WORKFORCE ANALYSIS	P-31
13.	EVIDENCE OF INSURABILITY	P-32
14.	DEBARRED FIRMS.....	P-33
15.	DEBARRED CERTIFICATION	P-34

PART III

Invitation to Bid No. 9-2014

Temporary Kitchen Facility for Community Corrections

1. FORM OF PROPOSAL

Place: Lexington, Kentucky

Date: February 6, 2014

The following Form of Proposal shall be followed exactly in submitting a proposal for this Work. This Proposal Submitted by S.R. Holding Company Inc. dba Signature Special Event Services (SSES) of 1385 Pridemore Court, Lexington, KY 40505
(Name and Address of Bidding Contractor)

(Hereinafter called "Bidder"), organized and existing under the laws of the State of Kentucky, doing business as a corporation
"a corporation," "a partnership", or an "individual" as applicable.

To: Lexington-Fayette Urban County Government
(Hereinafter called "OWNER")
Office of the Director of Purchasing
200 East Main Street, 3rd Floor
Lexington, KY 40507

Gentlemen:

The Bidder, in compliance with your Invitation for Bids for Temporary Kitchen Facilities for Community Corrections having examined the Plans and Specifications with related documents, having examined the site for proposed Work, and being familiar with all of the conditions surrounding the construction of the proposed Project, including the availability of materials and labor, hereby proposes to furnish all labor, materials, and supplies, and to construct the Project in accordance with the Contract Documents, within the time set forth therein, and at the lump sum and/or unit prices stated hereinafter. These prices are to cover all expenses incurred in performing the Work required under the Contract Documents, of which this proposal is a part. The OWNER will issue work orders for work to be performed under this Contract.

BIDDER hereby agrees to commence work under this contract on or before a date to be specified in the Notice to Proceed and to fully complete the project within the time provided in the Purchase Order or Work Orders issued by the OWNER. BIDDER further agrees to pay liquidated damages, the sum of **\$1,000.00** for each consecutive calendar day thereafter.

The Bidder hereby acknowledges receipt of the following addenda:

Addendum No. 1__ Date January 28, 2014

Addendum No. 2__ Date January 31, 2014

Addendum No. ____ Date _____

Addendum No. ____ Date _____

Addendum No. ____ Date _____

Insert above the number and the date of any Addendum issued and received. If none has been issued and received, the word "NONE" should be inserted.

2. LEGAL STATUS OF BIDDER

Bidder Signature Special Event Services

Date: February 4, 2014

* 1. A corporation duly organized and doing business under the laws of the State of Kentucky, for whom Tom Lundergan, bearing the official title of Vice President, whose signature is affixed to this Bid/Proposal, is duly authorized to execute contracts.

* 2. A Partnership, all of the members of which, with addresses are: (Designate general partners as such)

* 3. An individual, whose signature is affixed to this Bid/Proposal (please print name)

*(The Bidder shall fill out the appropriate form and strike out the other two.)

3. **BIDDERS AFFIDAVIT**

Comes the Affiant, Signature Special Event Services, and after being first duly sworn, states under penalty of perjury as follows:

1. His/her name is Tom Lundergan and he/she is the individual submitting the bid or is the authorized representative of Signature Special Event Services, the entity submitting the bid (hereinafter referred to as "Bidder").
 2. Bidder will pay all taxes and fees, which are owed to the Lexington-Fayette Urban County Government at the time the bid is submitted, prior to award of the contract and will maintain a "current" status in regard to those taxes and fees during the life of the contract.
 3. Bidder will obtain a Lexington-Fayette Urban County Government business license, if applicable, prior to award of the contract.
 4. Bidder has authorized the Division of Central Purchasing to verify the above-mentioned information with the Division of Revenue and to disclose to the Urban County Council that taxes and/or fees are delinquent or that a business license has not been obtained.
 5. Bidder has not knowingly violated any provision of the campaign finance laws of the Commonwealth of Kentucky within the past five (5) years and the award of a contract to the Bidder will not violate any provision of the campaign finance laws of the Commonwealth.
 6. Bidder has not knowingly violated any provision of Chapter 25 of the Lexington-Fayette Urban County Government Code of Ordinances, known as the "Ethics Act."
 7. Bidder acknowledges that "knowingly" for purposes of this Affidavit means, with respect to conduct or to circumstances described by a statute or ordinance defining an offense, that a person is aware or should have been aware that his conduct is of that nature or that the circumstance exists.
- Further, Affiant sayeth naught.



 (Affiant)

STATE OF Ky
 COUNTY OF Fayette

The foregoing instrument was subscribed, sworn to and acknowledged before me by Tom Lundergan on this the 7th day of Feb, 2014.

My Commission expires: 6-5-2016



 NOTARY PUBLIC, STATE AT LARGE

4. BID SCHEDULE – SCHEDULE OF VALUES

The Bidder agrees to perform all the Work described in the Specifications and shown on the Plans for the following proposed lump sum and/or unit prices, if applicable, which shall include the furnishing of all labor, materials, supplies, equipment and/or vehicle usage, services, all items of cost, overhead, taxes (federal, state, local), and profit for the Contractor and any Subcontractor involved, within the time set forth herein. If unit prices are applicable, Bidder must make the extensions and additions showing the total amount of bid.

Form of proposal must include unit bid prices written in words, unit price written in numbers and total amount bid (unit price x quantity) per line item OR bid may be considered non-responsive. In case of price discrepancy, unit bid price written in words will prevail followed by unit price written in numbers then total amount bid per line item.

If a discrepancy between the unit price and the item total exists, the unit price prevails except:

If the unit price is illegible, omitted, or the same as the item total, item total prevails and the unit price is the quotient of the item total and the quantity.

If the unit price and the item total are illegible or are omitted, the bid may be determined nonresponsive. If a lump sum total price is illegible or is omitted, the bid may be determined nonresponsive.

For a lump sum based bid, the item total is the bid amount the Division uses for bid comparison.

For a unit price based bid, the sum of the item totals is the bid amount the Division uses for bid comparison.

The LFUCG’s decision on the bid amount is final.

The contract, if awarded, will be on the basis of materials and equipment specified in the specifications without consideration of possible substitute or “or equal” items.

Item No.	Description w/Unit Bid Price Written in Words	Estimated Quantity	Unit	Total Bid Amount
1.	Delivery, installation, and set up of temporary kitchen facility as per specifications <i>Eighty</i> Thousand Eight Hundred Fifty Seven Dollars Zero Cents	1	LS	\$80,857 ⁰⁰
2.	Thirty (30) day rental of temporary kitchen facility as per specifications Ninty Thousand Two Hundred Eighty Eight Dollars Fifty Cents	1	LS	\$90,288.50
3.	Per day rental of temporary kitchen facility after initial thirty (30) day rental as per specifications Three Thousand and Nine Dollars Sixty Two Cents	1	Day	\$3,009.62
4.	Removal of temporary kitchen facility and site restoration as per specifications Twelve Thousand Six Hundred Seventy Four Dollars Twenty Five Cents	1	LS	\$12,674.25

Submitted by:

Firm S.R. Holding Company Inc. dba Signature Special Event Services

Address 1385 Pridemore Court

City, State & Zip Lexington, Kentucky 40505

***Bid must be signed:
(original signature)***

Tom Lundergan

Signature of Authorized Company Representative – Title

Tom Lundergan
Representative/s Name (Typed or Printed)

859-255-0717
Area Code – Phone – Extension
Fax # 859-253-9790

Tom@eventservices.com
E-Mail Address

OFFICIAL ADDRESS:

1385 Pridemore Court
Lexington, Kentucky 40505

_____ (Seal if Bid is by
Corporation)

By signing this form you agree to ALL terms, conditions, and associated forms in this bid package

5. STATEMENT OF BIDDER'S QUALIFICATIONS

The following statement of the Bidder's qualifications is required to be filled in, executed, and submitted with the Proposal:

1. Name of Bidder: S.R. Holding Company Inc. dba Signature Special Event Services
2. Permanent Place of Business: 1385 Pridemore Court, Lexington, KY 40505
3. When Organized: 1990
4. Where Incorporated: COMMONWEALTH OF KY
5. Construction Plant and Equipment Available for this Project:
Complete Per Scope of Work.

(Attach Separate Sheet If Necessary)

6. Financial Condition:

If specifically requested by the OWNER, the apparent low Bidder is required to submit its latest three (3) years audited financial statements to the OWNER'S Division of Central Purchasing within seven (7) calendar days following the bid opening.

7. In the event the Contract is awarded to the undersigned, surety bonds will be furnished by:

Van Meter Insurance (Surety) Signed: Michael Hostetter (Representative of Surety)

8. The following is a list of similar projects performed by the Bidder: (Attach separate sheet if necessary).

<u>NAME</u>	<u>LOCATION</u>	<u>CONTRACT SUM</u>
Northpoint Correctional Facility	Danville, KY	Over \$1 million
University of Virginia	Charlottesville, VA	Over \$1 million
James Madison University	Harrisonburg, VA	\$50,000.00

9. The Bidder has now under contract and bonded the following projects:

<u>NAME</u>	<u>LOCATION</u>	<u>CONTRACT SUM</u>
Noble Hospital	Boston , MA	\$15,000.00

10. List Key Bidder Personnel who will work on this Project.

<u>NAME</u>	<u>POSITION DESCRIPTION</u>	<u>NO. OF YEARS WITH BIDDER</u>
Tom Lundergan	Vice President	30

11. DBE Participation on current bonded projects under contract:

<u>SUBCONTRACTORS</u> <u>(LIST)</u>	<u>PROJECT</u> <u>(SPECIFIC TYPE)</u>	<u>DBE</u>	<u>% of WORK</u>
Not Applicable			

(USE ADDITIONAL SHEETS IF NECESSARY)

12. We acknowledge that, if we are the apparent low Bidder, we may be required to submit to the OWNER within 7 calendar days following the Bid Opening, a sworn statement regarding all current work on hand and under contract, and a statement on the OWNER'S form of the experience of our officers, office management and field management personnel. Additionally, if requested by the OWNER, we will within 7 days following the request submit audited financial statements and loss history for insurance claims for the 3 most recent years (or a lesser period stipulated by the OWNER).

6. LIST OF PROPOSED SUBCONTRACTORS

The following list of proposed subcontractors is required by the OWNER to be executed, completed and submitted with the BIDDER'S FORM OF PROPOSAL. All subcontractors are subject to approval of the Lexington-Fayette Urban County Government. Failure to submit this list completely filled out may be cause for rejection of bid.

<u>BRANCH OF WORK - LIST EACH MAJOR ITEM</u> Such as: Grading, bituminous paving, concrete, seeding and protection, construction staking, etc.	<u>SUBCONTRACTOR</u>	<u>DBE</u> <u>Yes/No</u>	<u>% of Work</u>
1. <u>Electrical</u>	Name: <u>Kentucky Utilities</u>	_____	_____
	Address: <u>One Quality Street, Lexington, KY</u>		
2. _____	Name: _____	_____	_____
	Address: _____		
3. _____	Name: _____	_____	_____
	Address: _____		
4. _____	Name: _____	_____	_____
	Address: _____		
5. _____	Name: _____	_____	_____
	Address: _____		
6. _____	Name: _____	_____	_____
	Address: _____		
7. _____	Name: _____	_____	_____
	Address: _____		

(Attach additional sheet(s) if necessary.)

7. **LEXINGTON FAYETTE URBAN COUNTY GOVERNMENT MWDBE PARTICIPATION GOALS, FORMS, AND GOOD FAITH EFFORTS**

A. GENERAL

- 1) The LFUCG request all potential contractors to make a concerted effort to include Minority-Owned (MBE), Woman-Owned (WBE) and Disadvantaged (DBE) Business Enterprises as subcontractors or suppliers in their bids.
- 2) Toward that end, the LFUCG has established 10% of total procurement costs as a Goal for participation of Minority-Owned, Woman-Owned and Disadvantaged Businesses on this contract.
- 3) **It is therefore a request of each Bidder to include in its bid, the same goal (10%) for MWDBE participation and other requirements as outlined in this section.**

B. PROCEDURES

- 1) The successful bidder will be required to report to the LFUCG, the dollar amounts of all payments submitted to Minority-Owned or Woman-Owned subcontractors and suppliers for work done or materials purchased for this contract. (See Subcontractor Monthly Payment Report)
- 2) Replacement of a Minority-Owned or Woman-Owned subcontractor or supplier listed in the original submittal must be requested in writing and must be accompanied by documentation of Good Faith Efforts to replace the subcontractor / supplier with another MWDBE Firm; this is subject to approval by the LFUCG. (See LFUCG MWDBE Substitution Form)
- 3) For assistance in identifying qualified, certified businesses to solicit for potential contracting opportunities, bidders may contact:
 - a) The Lexington-Fayette Urban County Government, Division of Central Purchasing (859-258-3320)
- 4) The LFUCG will make every effort to notify interested MWDBE subcontractors and suppliers of each Bid Package, including information on the scope of work, the pre-bid meeting time and location, the bid date, and all other pertinent information regarding the project.

C. DEFINITIONS

- 1) A Minority-Owned Business Enterprise (MBE) is defined as a business which is certified as being at least 51% owned and operated by persons of African American, Hispanic, Asian, Pacific Islander, American Indian or Alaskan Native Heritage.
- 2) A Woman-Owned Business Enterprise (WBE) is defined as a business which is certified as being at least 51% owned and operated by one or more Non-Minority Females.

- 3) A Disadvantaged Business (DBE) is defined as a business which is certified as being at least 51% owned and operated by a person(s) that are economically and socially disadvantaged.
- 4) Good Faith Efforts are efforts that, given all relevant circumstances, a bidder or proposer actively and aggressively seeking to meet the goals, can reasonably be expected to make. In evaluating good faith efforts made toward achieving the goals, whether the bidder or proposer has performed the efforts outlined in the Obligations of Bidder for Good Faith Efforts outlined in this document will be considered, along with any other relevant factors.

D. OBLIGATION OF BIDDER FOR GOOD FAITH EFFORTS

- 1) **The bidder shall make a Good Faith Effort to achieve the Participation Goal for MWDBE subcontractors/suppliers. The failure to meet the goal shall not necessarily be cause for disqualification of the bidder; however, bidders not meeting the goal are required to furnish with their bids written documentation of their Good Faith Efforts to do so.**
- 2) Award of Contract shall be conditioned upon satisfaction of the requirements set forth herein.
- 3) The Form of Proposal includes a section entitled "MWDBE Participation Form". The applicable information must be completed and submitted as outlined below.
- 4) **Failure to submit this information as requested may be cause for rejection of bid.**

E. DOCUMENTATION REQUIRED FOR GOOD FAITH EFFORTS

- 1) Bidders reaching the Goal are required to submit only the MWDBE Participation Form." The form must be fully completed including names and telephone number of participating MWDBE firm(s); type of work to be performed; estimated value of the contract and value expressed as a percentage of the total Lump Sum Bid Price. The form must be signed and dated, and is to be submitted with the bid.
- 2) Bidders not reaching the Goal must submit the "MWDBE Participation Form", the "Quote Summary Form" and a written statement documenting their Good Faith Effort to do so. If bid includes no MWDBE participation, bidder shall enter "None" on the subcontractor / supplier form). In addition, the bidder must submit written proof of their Good Faith Efforts to meet the Participation Goal:
 - a. Advertised opportunities to participate in the contract in at least two (2) publications of general circulation media; trade and professional association publications; small and minority business or trade publications; and publications or trades targeting minority, women and disadvantaged businesses not less than fifteen (15) days prior to the deadline for submission of bids to allow MWDBE firms to participate.
 - b. Included documentation of advertising in the above publications with the bidders good faith efforts package

- c. Attended LFUCG Central Purchasing Economic Inclusion Outreach event
- d. Attended pre-bid meetings that were scheduled by LFUCG to inform MWDBEs of subcontracting opportunities
- e. Sponsored Economic Inclusion event to provide networking opportunities for prime contractors and MWDBE firms
- f. Requested a list of MWDBE subcontractors or suppliers from LFUCG Economic Engine and showed evidence of contacting the companies on the list(s).
- g. Contacted organizations that work with MWDBE companies for assistance in finding certified MWDBE firms to work on this project. Those contacted and their responses should be a part of the bidder's good faith efforts documentation.
- h. Sent written notices, by certified mail, email or facsimile, to qualified, certified MWDBEs soliciting their participation in the contract not less than seven (7) days prior to the deadline for submission of bids to allow them to participate effectively.
- i. Followed up initial solicitations by contacting MWDBEs to determine their level of interest.
- j. Provided the interested MWDBE firm with adequate and timely information about the plans, specifications, and requirements of the contract.
- k. Selected portions of the work to be performed by MWDBE firms in order to increase the likelihood of meeting the contract goals. This includes, where appropriate, breaking out contract work items into economically feasible units to facilitate MWDBE participation, even when the prime contractor may otherwise perform these work items with its own workforce
- l. Negotiated in good faith with interested MWDBE firms not rejecting them as unqualified without sound reasons based on a thorough investigation of their capabilities. Any rejection should be so noted in writing with a description as to why an agreement could not be reached.
- m. Included documentation of quotations received from interested MWDBE firms which were not used due to uncompetitive pricing or were rejected as unacceptable and/or copies of responses from firms indicating that they would not be submitting a bid.
- n. Bidder has to submit sound reasons why the quotations were considered unacceptable. The fact that the bidder has the ability and/or desire to perform the contract work with its own forces will not be considered a sound reason for rejecting a

MWDBE quote. Nothing in this provision shall be construed to require the bidder to accept unreasonable quotes in order to satisfy MWDBE goals.

o. Made an effort to offer assistance to or refer interested MWDBE firms to obtain the necessary equipment, supplies, materials, insurance and/or bonding to satisfy the work requirements of the bid proposal

p. Made efforts to expand the search for MWBE firms beyond the usual geographic boundaries.

q. Other--any other evidence that the bidder submits which may show that the bidder has made reasonable good faith efforts to include MWDBE participation.

Failure to submit any of the documentation requested in this section may be cause for rejection of bid. Bidders may include any other documentation deemed relevant to this requirement. Documentation of Good Faith Efforts are to be submitted with the Bid, if the participation Goal is not met.

SSES will make every good faith and concerted effort to include and extend the offer to work with our organization to MWDBE owned business should it be applicable.

SSES is an asset based company and does not rely on any outside labor or services with the exception of outside utilities.



MINORITY BUSINESS ENTERPRISE PROGRAM

Marilyn Clark
Minority Business Enterprise Liaison
Division of Central Purchasing
Lexington-Fayette Urban County Government
200 East Main Street
Lexington, KY 40507
mclark@lexingtonky.gov
859-258-3323

OUR MISSION: The mission of the Minority Business Enterprise Program is to facilitate the full participation of minority and women owned businesses in the procurement process and to promote economic inclusion as a business imperative essential to the long term economic viability of Lexington-Fayette Urban County Government.

To that end the city council adopted and implemented resolution 167-91—Disadvantaged Business Enterprise (DBE) 10% Goal Plan in July of 1991. The resolution states in part (a full copy is available in Central Purchasing):

“A Resolution supporting adoption of the administrative plan for a ten percent (10%) Minimum goal for disadvantaged business enterprise participation in Lexington-Fayette Urban County Government construction and professional services contracts; Providing that as part of their bids on LFUCG construction contracts, general Contractors shall make a good faith effort to award at least ten percent (10%) of All subcontracts to disadvantaged business enterprises; providing that divisions of LFUCG shall make a good faith effort to award at least ten percent of their Professional services and other contracts to disadvantaged business enterprises...”

A Disadvantaged Business Enterprise is defined as a business that has been certified as being at least 51% owned, operated and managed by a U.S. Citizen of the following groups:

- African-American
- Hispanic-American
- Asian/Pacific Islander
- Native American/Native Alaskan
- Non-Minority Female
- Economically and Socially Disadvantaged

We have compiled the list below to help you locate certified MBE, WBE and DBE certified businesses. Below is a listing of contacts for LFUCG Certified MWDBEs in Economic Engine (<https://lfucg.economicengine.com>)

Business	Contact	Email Address	Phone
LFUCG	Marilyn Clark	mclark@lexingtonky.gov	859-258-3323
Commerce Lexington – Minority Business Development	Tyrone Tyra	tyra@commercelexington.com	859-226-1625
Tri-State Minority Supplier Diversity Council	Sonya Brown	sbrown@tsmsdc.com	502-625-0137
Small Business Development Council	Dee Dee Harbut UK SBDC	dharbut@uky.edu	
	Shiree Mack	smack@uky.edu	
Community Ventures Corporation	James Coles	jcoles@cvcky.org	859-231-0054
KY Department of Transportation	Melvin Bynes	Melvin_bynes@ky.gov	502-564-3601
	Shella Eagle	Shella_Eagle@ky.gov	502-564-3601
Ohio River Valley Women’s Business Council (WBENC)	Rea Waldon	rwaldon@gcul.org	513-487-6534
Kentucky MWBE Certification Program	Yvette Smith, Kentucky Finance Cabinet	Yvette.Smith@ky.gov	502-564-8099
National Women Business Owner’s Council (NWBOC)	Janet Harris-Lange	janet@nwbo.org	800-675-5066
Small Business Administration	Robert Coffey	robertcoffey@sba.gov	502-582-5971
LaVoz de Kentucky	Andres Cruz	lavozdeky@yahoo.com	859-621-2106
The Key News Journal	Patrice Muhammad	paaatricem@keynewsjournal.com	859-373-9428



LFUCG MWDBE PARTICIPATION FORM

Bid/RFP/Quote Reference # 9-2014

The MWDBE subcontractors listed have agreed to participate on this Bid/RFP/Quote. If any substitution is made or the total value of the work is changed prior to or after the job is in progress, it is understood that those substitutions must be submitted to Central Purchasing for approval immediately.

MWDBE Company, Name, Address, Phone, Email	Work to be Performed	Total Dollar Value of the Work	% Value of Total Contract
1.	N/A		
2.			
3.			
4.			

The undersigned company representative submits the above list of MWDBE firms to be used in accomplishing the work contained in this Bid/RFP/Quote. Any misrepresentation may result in the termination of the contract and/or be subject to applicable Federal and State laws concerning false statements and false claims.

SSSES
Company

2/7/14
Date

Tom Lindberg
Company Representative

Title



LFUCG MWDBE SUBSTITUTION FORM

Bid/RFP/Quote Reference # 9-2014

The substituted MWDBE subcontractors listed below have agreed to participate on this Bid/RFP/Quote. These substitutions were made prior to or after the job was in progress. These substitutions were made for reasons stated below and are now being submitted to Central Purchasing for approval. By the authorized signature of a representative of our company, we understand that this information will be entered into our file for this project.

SUBSTITUTED MWDBE Company Name, Address, Phone, Email	MWDBE Formally Contracted/ Name, Address, Phone, Email	Work to Be Performed	Reason for the Substitution	Total Dollar Value of the Work	% Value of Total Contract
1.					
2.					
3.					
4.					

The undersigned acknowledges that any misrepresentation may result in termination of the contract and/or be subject to applicable Federal and State laws concerning false statements and false claims.

SSS
Company

2/7/14
Date

Tom Lindsey
Company Representative

Title



MWDBE QUOTE SUMMARY FORM

Bid/RFP/Quote Reference # 9-2014

The undersigned acknowledges that the minority subcontractors listed on this form did submit a quote to participate on this project.

Company Name	Contact Person
Address/Phone/Email	Bid Package / Bid Date

MWDBE Company Address	Contact Person	Contact Information (work phone, Email, cell)	Date Contacted	Services to be performed	Method of Communication (email, phone meeting, ad, event etc)	Total dollars \$\$ Do Not Leave Blank (Attach Documentation)	MBE * AA HA AS NA Female
		N/A					

(MBE designation / AA=African American / HA= Hispanic American/AS = Asian American/Pacific Islander/ NA= Native American)

The undersigned acknowledges that all information is accurate. Any misrepresentation may result in termination of the contract and/or be subject to applicable Federal and State laws concerning false statements and claims.

SS.ES
Company

Tom Lunday
Company Representative

Date

Title



LFUCG SUBCONTRACTOR MONTHLY PAYMENT REPORT

The LFUCG has a 10% goal plan adopted by city council to increase the participation of minority and women owned businesses in the procurement process. In order to measure that goal LFUCG will track spending with MWIDBI vendors on a monthly basis. By the signature below of an authorized company representative, you certify that the information is correct, and that each of the representations set forth below is true. Any misrepresentation may result in termination of the contract and/or prosecution under applicable Federal and State laws concerning false statements and false claims. Please submit this form monthly to the Division of Central Purchasing/ 200 East Main Street / Room 338 / Lexington, KY 40507.

Bid/RFP/Quote # _____

Total Contract Amount Awarded to Prime Contractor for this Project _____

Project Name/ Contract #	Work Period/ From: _____ To: _____
Company Name:	Address:
Federal Tax ID:	Contact Person:

Subcontractor Vendor ID (name, address, phone, email)	Description of Work	Total Subcontract Amount	% of Total Contract Awarded to Prime for this Project	Total Amount Paid for this Period	Purchase Order number for subcontractor work (please attach PO)	Scheduled Project Start Date	Scheduled Project End Date

By the signature below of an authorized company representative, you certify that the information is correct, and that each of the representations set forth below is true. Any misrepresentations may result in the termination of the contract and/or prosecution under applicable Federal and State laws concerning false statements and false claims.

Company

Company Representative

Date

Title

LFUCG STATEMENT OF GOOD FAITH EFFORTS
Bid/RFP/Quote # 9-2014

By the signature below of an authorized company representative, we certify that we have utilized the following Good Faith Efforts to obtain the maximum participation by MWDBE business enterprises on the project and can supply the appropriate documentation.

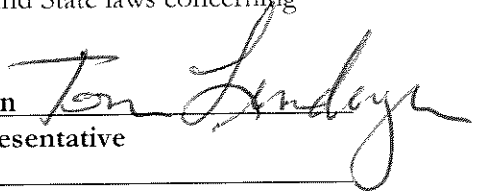
- _____ Advertised opportunities to participate in the contract in at least two (2) publications of general circulation media; trade and professional association publications; small and minority business or trade publications; and publications or trades targeting minority, women and disadvantaged businesses not less than fifteen (15) days prior to the deadline for submission of bids to allow MWDBE firms to participate.
- _____ Included documentation of advertising in the above publications with the bidders good faith efforts package
- _____ Attended LFUCG Central Purchasing Economic Inclusion Outreach event
- _____ Attended pre-bid meetings that were scheduled by LFUCG to inform MWDBEs of subcontracting opportunities
- _____ Sponsored Economic Inclusion event to provide networking opportunities for prime contractors and MWDBE firms
- _____ Requested a list of MWDBE subcontractors or suppliers from LFUCG Economic Engine and showed evidence of contacting the companies on the list(s).
- _____ Contacted organizations that work with MWDBE companies for assistance in finding certified MWDBE firms to work on this project. Those contacted and their responses should be a part of the bidder's good faith efforts documentation.
- _____ Sent written notices, by certified mail, email or facsimile, to qualified, certified MWDBEs soliciting their participation in the contract not less than seven (7) days prior to the deadline for submission of bids to allow them to participate effectively.
- _____ Followed up initial solicitations by contacting MWDBEs to determine their level of interest.
- _____ Provided the interested MWDBE firm with adequate and timely information about the plans, specifications, and requirements of the contract.
- _____ Selected portions of the work to be performed by MWDBE firms in order to increase the likelihood of meeting the contract goals. This includes, where appropriate, breaking out contract work items into economically feasible units to facilitate MWDBE participation, even when the prime contractor may otherwise perform these work items with its own workforce

- _____ Negotiated in good faith with interested MWDBE firms not rejecting them as unqualified without sound reasons based on a thorough investigation of their capabilities. Any rejection should be so noted in writing with a description as to why an agreement could not be reached.
- _____ Included documentation of quotations received from interested MWDBE firms which were not used due to uncompetitive pricing or were rejected as unacceptable and/or copies of responses from firms indicating that they would not be submitting a bid.
- _____ Bidder has to submit sound reasons why the quotations were considered unacceptable. The fact that the bidder has the ability and/or desire to perform the contract work with its own forces will not be considered a sound reason for rejecting a MWDBE quote. Nothing in this provision shall be construed to require the bidder to accept unreasonable quotes in order to satisfy MWDBE goals.
- _____ Made an effort to offer assistance to or refer interested MWDBE firms to obtain the necessary equipment, supplies, materials, insurance and/or bonding to satisfy the work requirements of the bid proposal
- _____ Made efforts to expand the search for MWBE firms beyond the usual geographic boundaries.
- X _____ Other - any other evidence that the bidder submits which may show that the bidder has made reasonable good faith efforts to include MWDBE participation.

Failure to submit any of the documentation requested in this section may be cause for rejection of bid. Bidders may include any other documentation deemed relevant to this requirement. Documentation of Good Faith Efforts are to be submitted with the Bid, if the participation Goal is not met.

The undersigned acknowledges that all information is accurate. Any misrepresentations may result in termination of the contract and/or be subject to applicable Federal and State laws concerning false statements and claims.

Signature Special Event Services
Company
February 5, 2014
Date

Tom Lundergan 
Company Representative
Vice President
Title

8. **AUTHENTICATION OF BID AND STATEMENT OF NON-COLLUSION, NON-CONFLICT OF INTEREST**

I hereby swear (or affirm) under the penalty for false swearing:

1. That I am the Bidder (if the Bidder is an individual), a partner of the Bidder (if the Bidder is a partnership), or an officer or employee of the bidding corporation having authority to sign on its behalf (if the Bidder is a corporation);
2. That the attached bid has been arrived at by the Bidder independently, and has been submitted without collusion with, and without any agreement, understanding or planned common course of action, with any other contractor, vendor of materials, supplies, equipment or services described in the Invitation to Bid, designed to limit independent bidding or competition;
3. That the contents of the bid or bids have not been communicated by the Bidder or its employees or agents to any person not an employee or agent of the Bidder or its surety on any bond furnished, with the bid or bids, and will not be communicated to any such person, prior to the official opening of the bid or bids;
4. That the Bidder is legally entitled to enter into the contracts with the Lexington-Fayette Urban County Government, and is not in violation of any prohibited conflict of interest;
5. (Applicable to corporation only) That as a foreign corporation, we are registered with the Secretary of State, Commonwealth of Kentucky, and authorized to do business in the State KY or, that as a domestic corporation, we are in good standing with the Secretary of State, Commonwealth of Kentucky _____. Check the statement applicable.
6. This offer is for 60 calendar days from the date this bid is opened. In submitting the above, it is expressly agreed that, upon proper acceptance by the Lexington-Fayette Urban County Government of any or all items bid above, a contract shall thereby be created with respect to the items accepted.
7. That I have fully informed myself regarding the accuracy of the statements made in this statement.
8. That I certify that Subcontractors have not and will not be awarded to any firm(s) that have been debarred from noncompliance with the Federal Labor Standards, Title VI of the Civil Rights Act of 1964 As Amended, Executive Order 11246 As Amended or any other Federal Law.

9. STATEMENT OF EXPERIENCE

NAME OF INDIVIDUAL: Tom Lundergan

POSITION/TITLE: Vice President

STATEMENT OF EXPERIENCE: Over thirty years of special event and project development.

Development of turn key temporary installations and applications in the food service

and special project industry.

NAME OF INDIVIDUAL: Charles Martin

POSITION/TITLE: Director of Operations

STATEMENT OF EXPERIENCE: Over 25 years of design and build experience with temporary

Facilities and fabric structures. Acclaimed culinary design and kitchen development.

NAME OF INDIVIDUAL: Ed Asher

POSITION/TITLE: Development & Sales

STATEMENT OF EXPERIENCE: Fully knowledgeable on the applications and use of specified

Equipment for each project.

NAME OF INDIVIDUAL: _____

POSITION/TITLE: _____

STATEMENT OF EXPERIENCE: _____

NAME OF INDIVIDUAL: _____

POSITION/TITLE: _____

STATEMENT OF EXPERIENCE: _____

NAME OF INDIVIDUAL: _____

POSITION/TITLE: _____

STATEMENT OF EXPERIENCE: _____

* Include all officers, office management's, Affirmative Action officials, and field management personnel. (Attach separate sheets if necessary.)

10. EQUAL OPPORTUNITY AGREEMENT

The Law

- * Title VII of the Civil Rights Act of 1964 (amended 1972) states that it is unlawful for an employer to discriminate in employment because of race, color, religion, sex, age (40-70 years) or national origin.
- * Executive Order No. 11246 on Nondiscrimination under Federal contract prohibits employment discrimination by contractor and subcontractor doing business with the Federal Government or recipients of Federal funds. This order was later amended by Executive Order No. 11375 to prohibit discrimination on the basis of sex.

- * Section 503 of the Rehabilitation Act of 1973 States:

The Contractor will not discriminate against any employee or applicant for employment because of physical or mental handicap.

- * Section 2012 of the Vietnam Era Veterans Readjustment Act of 1973 requires Affirmative Action on behalf of disabled veterans and veterans of the Vietnam Era by contractors having Federal Contracts.
- * Section 206 (A) of Executive Order 12086, Consolidation of Contract Compliance Functions for Equal Employment Opportunity, states:

The Secretary of Labor may investigate the employment practices of any Government contractor or sub-contractor to determine whether or not the contractual provisions specified in Section 202 of this order have been violated.

The Lexington-Fayette Urban County Government practices Equal Opportunity in recruiting, hiring and promoting. It is the Government's intent to affirmatively provide employment opportunities for those individuals who have previously not been allowed to enter into the mainstream of society. Because of its importance to the local Government, this policy carries the full endorsement of the Mayor, Commissioners, Directors, and all supervisory personnel. In following this commitment to Equal Employment Opportunity and because the Government is the benefactor of the Federal funds, it is both against the Urban County Government policy and illegal for the Government to let contracts to companies which knowingly or unknowingly practice discrimination in their employment practices. Violation of the above mentioned ordinances may cause a contract to be canceled and the contractor may be declared ineligible for future consideration.

Please sign this statement in the appropriate space acknowledging that you have read and understand the provisions contained herein. Return this document as part of your application packet.

Bidders

I/We agree to comply with the Civil Rights Laws listed above that govern employment rights of minorities, women, Vietnam veterans, handicapped, and aged persons.



Signature

Signature Special Event Services

Name of Business

The Entity (regardless of whether construction contractor, non-construction contractor or supplier) agrees to provide equal opportunity in employment for all qualified persons, to prohibit discrimination in employment because of race, color, creed, national origin, sex or age, and to promote equal employment through a positive, continuing program from itself and each of its sub-contracting agents. This program of equal employment opportunity shall apply to every aspect of its employment policies and practices.

The Kentucky equal Employment Opportunity Act of 1978 (KRS 45.560-45.640) requires that any count, city, town, school district, water district, hospital district, or other political subdivision of the state shall include in directly or indirectly publicly funded contracts for supplies, materials, services, or equipment hereinafter entered into the following provisions:

During the performance of this contract, the contractor agrees as follows:

- (1) *The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, age or national origin;*
- (2) *The contractor will state in all solicitations or advertisements for employees placed by or on behalf of the contractors that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age or national origin;*
- (3) *The contract will post notices in conspicuous places, available to employees and applicants for employment, setting forth the provisions of the non-discrimination clauses required by this section; and*
- (4) *The contractor will send a notice to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding advising the labor union or workers' representative of the contractor's commitments under the nondiscrimination clauses.*

The Act further provides:

KRS 45.610. Hiring minorities – Information required

- (1) *For the length of the contract, each contractor shall hire minorities from other sources within the drawing area, should the union with which he has collective bargaining agreements be unwilling to supply sufficient minorities to satisfy the agreed upon goals and timetable.*
- (2) *Each contractor shall, for the length of the contract, furnish such information as required by KRS 45.560 to KRS 45.640 and by such rules, regulations and orders issued pursuant thereto and will permit access to all books and records pertaining to his employment practices and work sites by the contracting agency and the department for purposes of investigation to ascertain compliance with KRS 45.560 to 45.640 and such rules, regulations and orders issued pursuant thereto.*

KRS 45.620. Action against contractor – Hiring of minority contractor or subcontractor

- (1) *If any contractor is found by the department to have engaged in an unlawful practice under this chapter during the course of performing under a contract or subcontract covered under KRS 45.560 to 45.640, the department shall so certify to the contracting agency and such certification shall be binding upon the contracting agency unless it is reversed in the course of judicial review.*
- (2) *If the contractor is found to have committed an unlawful practice under KRS 45.560 to 45.640, the contracting agency may cancel or terminate the contract, conditioned upon a program for future compliance approved by the contracting agency and the department. The contracting agency may declare such a contractor ineligible to bid on further contracts with that agency until such time as the contractor complies in full with the requirements of KRS 45.560 – 45.640.*
- (3) *The equal employment provisions of KRS 45.560 to 45.640 may be met in part by a contractor by subcontracting to a minority contractor or subcontractor. For the provisions of KRS 45.560 to 45.640, a minority contractor or subcontractor shall mean a business that is owned and controlled by one or more persons disadvantaged by racial or ethnic circumstances.*

KRS 45.630 Termination of existing employee not required, when

Any provision of KRS 45.560 to 45.640 notwithstanding, no contractor shall be required to terminate an existing employee upon proof that that employee was employed prior to the date of the contract.

KRS 45.640 Minimum skills

Nothing in KRS 45.560 to 45.640 shall require a contractor to hire anyone who fails to demonstrate the minimum skills required to perform a particular job.

It is recommended that all of the provisions quoted above to be included as special conditions in each contract. In the case of a contract exceeding \$250,000, the contractor is required to furnish evidence that his work-force in Kentucky is representative of the available work-force in the area from which he draws employees, or to supply an Affirmative Action plan which will achieve such representation during the life of the contract.

11. **EQUAL EMPLOYMENT OPPORTUNITY AFFIRMATIVE ACTION POLICY**

It is the policy of Signature Special Event Services
to assure that all applicants for employment and all employees are treated on a fair and equitable basis without regard to their race, religion, sex, color, handicap, natural origin or age.

Such action shall include employment, promotion, demotion, recruitment or recruitment advertising, layoff or termination, rates of pay and other forms of compensation, and selection for training, whether apprenticeship and/or on-the-job-training.

Furthermore, this company agrees to make special recruitment efforts to hire the protected class whenever feasible. This company also agrees to adhere to all applicable federal, state, and local laws relating to Equal Employment Opportunity for all individuals.

12. WORKFORCE ANALYSIS FORM

Name of Organization: Signature Special Event Services Date: 2 / 5 / 2014

Categories	Total	White		Black		Other		Total	
		M	F	M	F	M	F	M	F
Administrators	5	3	2					3	2
Professionals	6	3	3					3	3
Superintendents									
Supervisors	4	2		2				2	2
Foremen	2			2					2
Technicians	3	3						3	
Protective Service									
Para-Professionals									
Office/Clerical	3		2				1		3
Skilled Craft	10	2		8				9	1
Service/Maintenance	3	3						3	
Total:									

Prepared By: Tom Huddy

**CERTIFICATE OF LIABILITY INSURANCE**DATE (MM/DD/YYYY)
12/9/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Van Meter Insurance Group 181 Prosperous Place Lexington, KY 40509		CONTACT NAME: PHONE (A/C, No, Ext): (859) 263-2771 4103 FAX (A/C, No): (859) 263-1999 E-MAIL ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A : Travelers Property Casualty Company of America	NAIC # 25674
		INSURER B : Charter Oak Fire Insurance Company	25615
		INSURER C :	
		INSURER D :	
		INSURER E :	
		INSURER F :	

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			6307503P746	4/1/2013	4/1/2014	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,000
	<input checked="" type="checkbox"/> Liquor Liability						PERSONAL & ADV INJURY \$ 1,000,000
	<input checked="" type="checkbox"/> sublimit 100,000						GENERAL AGGREGATE \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC						\$
B	AUTOMOBILE LIABILITY			8107503P746	4/1/2013	4/1/2014	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input checked="" type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB			CUP7503P746	4/1/2013	4/1/2014	EACH OCCURRENCE \$ 5,000,000
	<input type="checkbox"/> EXCESS LIAB	<input checked="" type="checkbox"/> OCCUR					AGGREGATE \$ 5,000,000
	<input type="checkbox"/> DED	<input type="checkbox"/> CLAIMS-MADE					\$
	RETENTION \$						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			PSUB7503P746	4/1/2013	4/1/2014	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N	N/A				OTHER
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Scheduled Equipment			6606708M658TIL	4/1/2013	4/1/2014	Various
A	Leased/Rented Equip			6606708M658TIL	4/1/2013	4/1/2014	

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

CERTIFICATE HOLDER**CANCELLATION**

PROOF OF COVERAGE

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

14. DEBARRED FIRMS

PROJECT NAME: Temporary Kitch Facility for Division of Community Corrections

BID NUMBER: 9-2014

**LEXINGTON-FAYETTE URBAN COUNTY GOVERNMENT
LEXINGTON, KY**

All prime Contractors shall certify that Subcontractors have not and will not be awarded to any firms that has been debarred for noncompliance with the Federal Labor Standards, Title VI of the Civil Rights Act of 1964 As Amended, Executive Order 11246 As Amended or any other Federal Law.

All bidders shall complete the attached certification in duplicate and submit both copies to the Owner with the bid proposal. The Owner (grantee) shall transmit one copy to the Lexington-Fayette Urban County Government, Division of Community Development, within fourteen (14) days after bid opening.

The undersigned hereby certifies that the firm of Signature Special Event Services has not and will not award a subcontract, in connection with any contract award to it as the result of this bid, to any firm that has been debarred for noncompliance with the Federal labor Standards, Title VI of the civil Rights Act of 1964, Executive Order 11246 as amended or any Federal Law.

Signature Special Event Services

Name of Firm Submitting Bid


Signature of Authorized Official

Vice President

Title

February 5, 2014

Date

15. DEBARMENT CERTIFICATION

All contractors/subcontractors shall complete the following certification and submit it with the bid proposal.


The contractor/subcontractor certifies in accordance with Executive Order 12549 (Debarment and Suspension 2/18/86) that to the best of its knowledge and belief, that it and its principals:

- 1) Are not presently debarred, suspended, proposed for debarment, declared negligible, or voluntarily excluded from covered transactions or contract by any Federal department or agency for noncompliance with the Federal Labor Standards, Title VI of the Civil Rights Act of 1964 as amended, Executive Order 11246 as amended or any other Federal law;
 - a) Have not within a three year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - b) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(a) of this certification; and
 - c) Have not within a three year period preceding this bid has one or more public (Federal, State or local) transactions or contracts terminated for cause or default.
- 2) Where the contractor is unable to certify to any of the statements in this certification, such prospective contractors shall attach an explanation to this certification form.

Firm Name: Signature Special Event Services

Project: Temporary Kitchen Facility for Division of Community Corrections

Printed Name and Title of Authorized Representative: Tom Lundergan

Signature: 

Date: February 5, 2014

END OF SECTION



Lexington-Fayette Urban County Government
DEPARTMENT OF FINANCE & ADMINISTRATION

Jim Gray
Mayor

William O'Mara
Commissioner

ADDENDUM #1

Bid Number: 9-2014

Date: January 28, 2014

Subject: Temporary Kitchen Facility for Community Corrections

Please address inquiries to:
Sondra Stone, Buyer
(859) 258-3324

TO ALL PROSPECTIVE BIDDERS:

Pre-bid sign-in sheet attached.



Todd Slatin, Director
Division of Central Purchasing

All other terms and conditions of the Bid and specifications are unchanged.
This letter should be signed, attached to and become a part of your Bid.

COMPANY NAME: SIGNATURE SPECIAL EVENT SERVICES

ADDRESS: 1389 BRIDEMORE CT, LEX - KY 40505

SIGNATURE OF BIDDER: _____



Lexington-Fayette Urban County Government
DEPARTMENT OF FINANCE & ADMINISTRATION

Jim Gray
Mayor

William O'Mara
Commissioner

ADDENDUM #2

Bid Number: 9-2014

Date: January 31, 2014

Subject: Temporary Kitchen Facility for Community Corrections

Please address inquiries to:
Sondra Stone, Buyer
(859) 258-3324

TO ALL PROSPECTIVE BIDDERS:

Bid opening has been changed from February 4, 2014 to February 7, 2014, 2:00 pm.

Todd Slatin

Todd Slatin, Director
Division of Central Purchasing

All other terms and conditions of the Bid and specifications are unchanged.
This letter should be signed, attached to and become a part of your Bid.

COMPANY NAME: SIGNATURE SPECIAL EVENT SERVICES

ADDRESS: 1389 PRIDEMORE CT LEX KY 40507

SIGNATURE OF BIDDER: _____