

**CITY OF MIRAMAR  
PROPOSED CITY COMMISSION AGENDA ITEM**

**Meeting Date:**        October 1, 2025

**Presenter's Name and Title:** Janine Alleyne-Maragh, Parks and Recreation Deputy Director, and Alicia Ayum, Director of Procurement

**Prepared By:** Jazmine Hall, Parks Operations & Logistics Coordinator

**Temp. Reso. Number:**    8495

**Item Description:** Temp. Reso. #R8495 APPROVING THE AWARD OF REQUEST FOR PROPOSALS NO. 25-07-30 ENTITLED "HOLIDAY DECORATIONS 2025" TO RILEIGHS OUTDOOR, LLC.; AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH RILEIGHS OUTDOOR, LLC. FOR A ONE YEAR WITH THE OPTION TO RENEW ONE ADDITIONAL ONE-YEAR TERM FOR A TOTAL ANNUAL AMOUNT OF \$299,246. (Parks and Recreation Deputy Director Janine Alleyne-Maragh, and Alicia Ayum, Director of Procurement)

Consent ☒    Resolution ☐    Ordinance ☐    Quasi-Judicial ☐    Public Hearing ☐

**Instructions for the Office of the City Clerk: Agreement to be signed on dais.**

**Public Notice** – As required by the Sec. \_\_\_\_ of the City Code and/or Sec. \_\_\_\_, Florida Statutes, public notice for this item was provided as follows: on \_\_\_\_\_ in a \_\_\_\_\_ ad in the \_\_\_\_\_; by the posting the property on \_\_\_\_\_ and/or by sending mailed notice to property owners within \_\_\_\_ feet of the property on \_\_\_\_\_  
(fill in all that apply)

**Special Voting Requirement** – As required by Sec. \_\_\_\_\_, of the City Code and/or Sec. \_\_\_\_\_, Florida Statutes, approval of this item requires a \_\_\_\_\_ (unanimous, 4/5ths etc.) vote by the City Commission.

**Fiscal Impact:**        Yes ☒        No ☐

**REMARKS:** Funding in the amount of \$299,246 is available in GL Account 001-60-605-574-000-604861.

**Content:**

- **Agenda Item Memo from the City Manager to the City Commission**
- **Resolution TR 8495**
  - **Exhibit A: Agreement with Rileighs Outdoor, LLC.**
- **Attachments**
  - **Attachment 1 – Scoring Tabulation**



**CITY OF MIRAMAR  
INTEROFFICE MEMORANDUM**

**TO:** Mayor, Vice Mayor, & City Commissioners

**FROM:** Dr. Roy L. Virgin, City Manager 

**BY:** Billy Neal, Director of Parks & Recreation

**DATE:** September 25, 2025

**RE:** Temp. Reso. No. 8495 approving the award of Request for Proposal No. 25-07-30 entitled "Holiday Decorations 2025" to Rileighs Outdoor, L.L.C.

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**RECOMMENDATION:** The City Manager recommends approval of Temp. Reso. No. R8495 approving the award of Request for Proposals (RFP) No. 25-07-30 entitled "Holiday Decorations 2025" to Rileighs Outdoor, LLC.; authorizing the City Manager to execute an agreement with Rileighs Outdoor, LLC. for a one-year term with the option to renew one additional one-year term for a total annual amount of \$299,246.

**ISSUE:** City Commission approval is required to award and execute a contract with the vendor to provide the City's holiday decorations. Per City Code Section 2-412(a)(1), Commission approval is required for expenditures exceeding \$75,000.

**BACKGROUND:** The City of Miramar decorates various parks, town center, and medians spanning from State Road 7 to Palm Avenue along Miramar Parkway with festive holiday displays. These decorations, which include lights and themed installations, aim to engage both residents and visitors while enhancing the festive spirit and creating a joyful community atmosphere.

On July 3, 2025, the Procurement Department advertised RFP No. 25-07-30 entitled "Holiday Decorations 2025" on DemandStar. The RFP was also advertised in a newspaper of general circulation. A virtual pre-proposal conference was conducted on July 16, 2025. The RFP closed on August 7, 2025, and the City received four (4) proposals.

City staff evaluated the proposals, and the scores resulted in Rileighs Outdoor, LLC. as the highest-rated responsive responsible proposer. The City was able to negotiate a



successful agreement with Rileighs Outdoor, LLC. for the full scope of the project within the projects allocated budget.

**DISCUSSION:** The Parks and Recreation Department budgeted an amount of \$350,000 for holiday decorations. This project highlights the City's effort to create festive spaces that bring residents together and strengthen community pride. Holiday decorations can also boost local businesses by drawing more visitors to the area.

**ANALYSIS:** Funding is allocated in Fiscal Year 2026 under the Holiday Decorations in GL Account 001-60-605-574-000-604861.

Temp. Reso. No. 8495  
8/13/25  
9/25/25

**CITY OF MIRAMAR  
MIRAMAR, FLORIDA**

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF MIRAMAR, FLORIDA, APPROVING THE AWARD OF REQUEST FOR PROPOSALS NO. 25-07-30 ENTITLED “HOLIDAY DECORATIONS 2025” TO RILEIGHS OUTDOOR, LLC.; AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH RILEIGHS OUTDOOR, LLC. FOR A ONE YEAR WITH THE OPTION TO RENEW ONE ADDITIONAL ONE-YEAR TERM FOR A TOTAL ANNUAL AMOUNT OF \$299,246; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, City of Miramar decorates various parks, City Hall, and medians spanning from State Road 7 to Palm Avenue along Miramar Parkway with festive holiday displays; and

**WHEREAS**, the decorations, which include lights and themed installations, aim to engage both residents and visitors while enhancing the festive spirit and creating a joyful community atmosphere; and

**WHEREAS**, on July 3, 2025, the Procurement Department advertised Request for Proposals (RFP) No. 25-07-30 entitled “Holiday Decorations 2025” on DemandStar and was also advertised in a newspaper of general circulation; and

**WHEREAS**, a virtual pre-proposal conference was conducted on July 16, 2025; and

Reso. No. \_\_\_\_\_

Temp. Reso. No. 8495  
8/13/25  
9/25/25

**WHEREAS**, the RFP closed on August 7, 2025; the City received four (4) proposals; and

**WHEREAS**, City staff evaluated the proposals, and the scores resulted in Rileighs Outdoor, LLC., as the highest-rated responsive responsible proposer; and

**WHEREAS**, the City was able to negotiate a successful agreement with Rileighs Outdoor, LLC. for the full scope of the project within budget; and

**WHEREAS**, this project highlights the City's effort to create festive spaces that bring residents together and strengthen community pride while also boosting local businesses by drawing more visitors to public areas; and

**WHEREAS**, the City Manager recommends approving the award of Request for Proposals No. 25-07-30 entitled "Holiday Decorations 2025" to Rileighs Outdoor, L.L.C.; and authorize the City Manager to execute the proposed agreement with Rileighs Outdoor, LLC. for a one-year term with the option to renew for one additional one-year term for a total annual amount of \$299,246; and

**WHEREAS**, the City Commission deems it to be in the best interest of the residents of the City of Miramar to approve the award of Request for Proposals No. 25-07-30 entitled "Holiday Decorations 2025" to Rileighs Outdoor, LLC. And to authorize the City Manager to execute the proposed agreement with Rileighs Outdoor, LLC. for a one year term with the option to renew for one additional one-year term for a total annual amount of \$299,246; and

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**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF  
MIRAMAR, FLORIDA AS FOLLOWS:**

**Section 1:** That the foregoing “**WHEREAS**” clauses are ratified and confirmed as being true and correct and are made a specific part of this Resolution.

**Section 2:** That it approves the award of Request for Proposals No. 25-07-30 entitled “Holiday Decorations 2025” to Rileighs Outdoor, LLC. And authorizes the City Manager to execute the proposed agreement with Rileighs Outdoor, LLC. for a one-year term with the option to renew for one additional one-year term for a total annual amount of \$299,246, attached hereto as Exhibit “A,” together with such non-substantial changes as are deemed acceptable to the City Manager and approved as to form and legal sufficiency by the City Attorney.

**Section 3:** That the appropriate City officials are authorized to do all things necessary and expedient in order to carry out the aims of this Resolution.

**Section 4:** That this Resolution shall take effect immediately upon adoption.

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8/13/25  
9/23/25

**PASSED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Mayor, Wayne M. Messam

\_\_\_\_\_  
Vice Mayor, Yvette Colbourne

ATTEST:

\_\_\_\_\_  
City Clerk, Denise A. Gibbs

I HEREBY CERTIFY that I have approved  
this RESOLUTION as to form:

\_\_\_\_\_  
City Attorney,  
Austin Pamies Norris Weeks Powell, PLLC

**Requested by Administration**

Commissioner Maxwell B. Chambers  
Commissioner Avril Cherasard  
Vice Mayor Yvette Colbourne  
Commissioner Carson Edwards  
Mayor Wayne M. Messam

**Voted**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**AGREEMENT**  
**BETWEEN**  
**THE CITY OF MIRAMAR**  
**AND**  
**RILEIGHS OUTDOOR, LLC**  
**D/B/A HOLIDAY OUTDOOR DÉCOR**  
**FOR**  
**HOLIDAY DECORATIONS 2025**

This Agreement (or "Contract") is entered into upon the last date of execution herein, by and between the City of Miramar, Florida, a Florida municipal corporation, hereinafter referred to as "City",

AND

Rileighs Outdoor, LLC, D/B/A Holiday Outdoor Décor, a Pennsylvania Limited Liability Company with its principal business address located at 1053 N Plymouth Street, Allentown, PA 18109, hereinafter referred to as "Contractor"

**WHEREAS**, on July 3, 2025, the City issued Request for Proposals No. 25-07-30 ("RFP") for "Holiday Decorations 2025" (the "Services"); and

**WHEREAS**, the Contractor was determined by an Evaluation Committee to be the highest evaluation scoring, responsive and responsible Proposer, whose Proposal was most advantageous to the City; and

**WHEREAS**, on \_\_\_\_\_, 2025, through the adoption of Resolution No. \_\_\_\_\_, the City Commission approved the award of the RFP to Contractor and authorized the negotiation and execution of an appropriate Agreement between the Contractor and the City for the provision of the Services.

**NOW, THEREFORE**, in consideration of the mutual terms and conditions, promises, and covenants hereinafter set forth, the City and Contractor agree as follows:

## **SECTION 1** **RECITALS**

The above recitals are true and correct and are incorporated and made a part of this Agreement.

## **SECTION 2** **SCOPE OF SERVICES**

This Agreement is subject to and Contractor shall provide Services in accordance with the Scope of Services, terms, conditions, and requirements set forth and described in the RFP, the Contractor's Proposal submitted in response thereto as accepted by the City, and any subsequently negotiated changes to same, which documents or agreements are incorporated by reference herein. In the case of any conflict between the General Terms and Conditions, the Special Conditions, the Specifications or Scope of Services, the Contract, or any amendment/addendum issued, the order of precedence shall be the last addendum issued; the Specifications or Scope of Services; the Special Conditions; the General Terms and Conditions, and then the Contract.

2.2 Contractor represents and warrants to the City that: (i) it possesses all qualifications, licenses, and expertise required for the performance of the Services; (ii) it is not delinquent in the payment of any sums due the City; (iii) all personnel assigned to perform the Services are and shall be, at all times during the term hereof, fully qualified and trained to perform the tasks assigned to each.

2.3 Contractor shall commence the installation of all invisible work, including tree and palm wraps, during the month October 2025. Additionally, Contractor shall complete the installation of Holiday specific décor before November 25th, 2025.

### **SECTION 3** **COMPENSATION**

3.1 City agrees to pay Contractor a fee for the Services as outlined in Section 3-3 of the RFP and the Proposer's proposal (attached as Exhibit "B") and any negotiated changes agreed upon.

3.2 Contractor shall submit periodic invoices for the Services provided to:

City of Miramar  
ATTN: Accounts Payable  
2300 Civic Center Place  
Miramar, FL 33025

The date of the invoice shall not exceed 30 calendar days from the date of acceptance of the Goods and Services by the City. Under no circumstance shall an invoice be submitted to the City in advance of the delivery and acceptance of the commodities and/or Services, unless otherwise agreed to. All invoices shall reference the appropriate Contract number, the address where the commodities were delivered or the Services performed, and the corresponding acceptance slip that was signed by an authorized representative of the City when the Goods and/or Services were delivered and accepted. Payment by the City shall be made within 30 days after receipt of Contractor's invoice, which shall be accompanied by sufficient supporting documentation and contain sufficient detail to allow a proper audit of expenditures should the City require one to be performed.

3.3 Services shall be provided to the City in strict accordance with the Scope of Services set forth and described in the RFP. If the Services provided by Contractor do not meet the applicable Scope of Services, Contractor will not receive payment for such nonconforming Services and shall pay the City all fees and/or costs associated with obtaining satisfactory Services.

### **SECTION 4** **TERM OF AGREEMENT**

4.1 The term of this Agreement shall be for a period of one year and shall commence upon the date this Contract is executed by both parties, with the option to renew for one additional one-year term.



4.2 The City's Chief Procurement Officer may authorize up to a 90-day extension of this Agreement in accordance with its terms and conditions, and the City Manager or her designee is authorized to extend this Agreement, for operational purposes only, for an additional 90 days for a maximum total of 180-days

## **SECTION 5**

### **TERMINATION OF AGREEMENT**

5.1 **Termination for convenience.** The City may terminate this Agreement for convenience by giving Contractor 30 calendar day's written notice. In the event of such termination, Contractor shall be entitled to receive compensation for any Services provided pursuant to this Agreement and to the satisfaction of the City, up through the date of termination. Under no circumstances shall the City make payment for Services nor shall Contractor invoice the City for Services not yet provided.

5.2 **Termination for cause.** This Agreement may be terminated by either party upon five calendar day's written notice to the other should such other party fail substantially to perform in accordance with this Agreement's material terms through no fault of the party initiating the termination. In the event that Contractor abandons this Agreement or causes it to be terminated by the City, Contractor shall indemnify the City against losses pertaining to this termination. In the event that Contract is terminated by the City for cause and it is subsequently determined by a court of competent jurisdiction that such termination was without cause, such termination shall thereupon be deemed a termination for convenience under Section 5.1 of this Agreement, and the provisions of Section 5.1 shall apply.

5.3 **Return of City equipment.** Upon termination of this Agreement, Contractor shall return all City equipment to the City.

5.4 **Survival.** The termination of this Agreement under Section 5.1 or 5.2 shall not relieve either party of any liability that accrued prior to such termination and any such accrued liability shall survive the termination of this Agreement.

## **SECTION 6**

### **INDEPENDENT CONTRACTOR**

Contractor is an independent contractor under this Agreement. Services provided by Contractor shall be provided by employees of Contractor subject to supervision by Contractor, and not as officers, employees or agents of the City. Personnel policies, tax responsibilities, social security, health insurance, employee benefits,

travel, per diem policy, and purchasing policies under the Agreement shall be the sole responsibility of Contractor. Contractor shall have no rights under the City's worker's compensation, employment, insurance benefits or similar laws or benefits.

## **SECTION 7** **INDEMNIFICATION**

- 7.1 Contractor shall indemnify, defend and hold harmless the City, its officers, officials, agents, employees, and volunteers from and against any and all liability, suits, actions, damages, costs, losses and expenses, including attorneys' fees, demands and claims for personal injury, bodily injury, sickness, diseases or death or damage or destruction of tangible property or loss of use resulting therefrom arising out of any errors, omissions, misconduct or negligent acts of Contractor, its respective officials, agents, employees or Subcontractors in the Contractor's performance of Services pursuant to this Agreement.
- 7.2 Nothing in this Agreement shall be deemed or treated as a waiver by the City of any immunity to which it is entitled by law, including but not limited to the City's sovereign immunity as set forth in Section 768.28, Florida Statutes.

## **SECTION 8** **INSURANCE**

8.1 **INSURANCE** - For programs that are active in nature, which shall be determined in the sole and exclusive discretion of the City, Contractor shall maintain commercial general, automobile (where applicable), workers compensation and professional liability insurance in an amount acceptable to the City's Risk Manager. Evidence of required insurance coverage must be acceptable to and approved by the Risk Management Division of the City. A certificate of insurance must be provided with the City of Miramar, Risk Management Division, 2300 Civic Center Place, Miramar, Florida 33025 listed as the certificate holder. If selected, a full copy of this insurance policy must be provided.

8.2 **Minimum Limits of Insurance** - Contractors shall maintain the following minimum limits of insurance (unless higher limits are required by law or statute):

1. Commercial General Liability: \$1,000,000 Combined Single Limit per occurrence, property damage and medical expense \$10,000, personal injury and advertising injury liability \$1,000,000; products and completed operations policy aggregate \$2,000,000 and general aggregate \$2,000,000.

2. Commercial Automobile Liability - \$1,000,000 per claim/ aggregate covering any automobile including hired, non-owned or leased vehicles for bodily injury, property damage and personal injury.
3. Workers' Compensation: Part A - Statutory; Part B - Employers Liability with limits of \$1,000,000 for bodily injury caused by an accident, \$1,000,000 for bodily injury caused by disease per employee/policy limit.

**8.3 Required Insurance Endorsements** - The City requires the following insurance endorsements:

1. ADDITIONAL INSURED - The City must be included as an additional insured by policy endorsement under Commercial General Liability policy for liability arising from Services provided by or on behalf of the Contractor.
2. WAIVERS OF SUBROGATION - Contractor agrees to waive all rights of subrogation by policy endorsement against the City for loss, damage, claims, suits or demands, regardless of how caused:
  - a. To property, equipment, vehicles, laptops, cell phones, etc., owned, leased or used by the Contractor or the Contractor's employees, agents or Subcontractors; and
  - b. To the extent such loss, damage, claims, suits or demands are covered, or should be covered, by the required or any other insurance (except professional liability to which this requirement does not apply) maintained by the Contractor.

This waiver shall apply to all first-party property, equipment, vehicle and workers compensation claims, and all third-party liability claims, including deductibles or retentions which may be applicable thereto. If necessary, the Contractor agrees to endorse the required insurance policies to acknowledge the required waivers of subrogation in favor of the City. Contractor further agrees to hold harmless and indemnify the City for any loss or expense incurred as a result of Contractor's failure to obtain such waivers of subrogation from Contractor's insurers.

This Agreement shall not be deemed approved until the Contractor has obtained all insurance required under this section and has supplied the City with evidence of such coverage in the form of a Certificate of Insurance with additional insured and waiver of subrogation endorsements for policies as stated in the required insurance endorsement section above. The City shall be named as additional insured in all of Contractor's liability insurance policies. The City shall approve such Certificates prior to the performance of any Services pursuant to this Agreement.

8.4 ALL INSURANCE COMPANIES PROVIDED SHALL: Be rated at least A VII per Best's Key Rating Guide and be licensed to do business in Florida. The Contractor's liability insurance shall be primary to any liability insurance policies that may be carried by the City. The Contractor shall be responsible for all deductibles and self-insured retentions on their liability insurance policies.

8.5 All of the policies of insurance so required to be purchased and maintained shall contain a provision or endorsement that the coverage afforded shall not be cancelled, materially changed or renewal refused until at least 30 calendar days written notice has been given to the City by certified mail.

### **SECTION 9** **NOTICE**

Whenever either party desires to give notice to the other, it must be given by written notice, sent by certified United States mail, return receipt requested, addressed to the party for whom it is intended, at the place last specified in writing, and the place for giving of notice in compliance with the provisions of this paragraph. For the present, the parties designate the following as the respective places for giving of notice, to-wit:

FOR CONTRACTOR: Boris Bajlovic  
Chief Executive Officer  
Rileighs Outdoor, LLC  
1053 N. Plymouth Street  
Allentown, PA 18109  
Office: 954-633-2159  
bbajlovic@holidayoutdoordecor.com

FOR CITY: Dr. Roy Virgin  
City Manager  
City of Miramar  
2300 Civic Center Place  
Miramar, Florida 33025  
Telephone: (954) 602-3115

With A Copy to: Austin Pamies Norris Weeks Powell, PLLC  
401 NW 7<sup>th</sup> Avenue  
Fort Lauderdale, FL 33311  
Tel: 954-768-9770  
Fax: 954-768-9790

**SECTION 10**  
**PUBLIC RECORDS**

A. Public Records: CONTRACTOR shall comply with The Florida Public Records Act as follows:

1. Keep and maintain public records that ordinarily and necessarily would be required by CITY in order to perform the service.
2. Upon request by CITY's records custodian, provide CITY with a copy of 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, Florida Statutes, or as otherwise provided by law.
3. 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 this Agreement.
4. Upon completion of this Agreement or in the event of termination of this Agreement by either party, any and all public records relating to this Agreement in the possession of CONTRACTOR shall be delivered by CONTRACTOR to CITY, at no cost to CITY, within seven days. All records stored electronically by CONTRACTOR shall be delivered to CITY in a format that is compatible with CITY's information technology systems. Once the public records have been delivered to CITY upon completion or termination of this Agreement, CONTRACTOR shall destroy any and all duplicate public records that are exempt or confidential and exempt from public record disclosure requirements.
5. CONTRACTOR'S failure or refusal to comply with the provisions of this Section shall result in the immediate termination of this Agreement by the CITY.

**IF CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT 954-602-3011, OR BY MAIL: City Of Miramar – City Clerk's Office, 2300 Civic Center Place, Miramar, FL 33025.**

- B. Ownership of Documents: Unless otherwise provided by law, any and all reports, surveys, and other data and documents provided or created in connection with this Agreement are and shall remain the property of CITY. Any compensation due to CONTRACTOR shall be withheld until all documents are received as provided herein.

## **SECTION 11**

### **SCRUTINIZED COMPANY**

- A. Contractor certifies that it and its subcontractors are not on the Scrutinized Companies that Boycott Israel List. Pursuant to Section 287.135, F.S., the City may immediately terminate this Agreement at its sole option if the Contractor or its subcontractors are found to have submitted a false certification; or if the Contractor, or its subcontractors are placed on the Scrutinized Companies that Boycott Israel List or is engaged in the boycott of Israel during the term of the Agreement.
- B. If this Agreement is for more than one million dollars, the Contractor certifies that it and its subcontractors are also not on the Scrutinized Companies with Activities in Sudan, Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria as identified in Section 287.135, F.S. Pursuant to Section 287.135, F.S., the City may immediately terminate this Agreement at its sole option if the Contractor , its affiliates, or its subcontractors are found to have submitted a false certification; or if the Contractor, its affiliates, or its subcontractors are placed on the Scrutinized Companies with Activities in Sudan List, or Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or engaged with business operations in Cuba or Syria during the term of the Agreement.
- C. The Contractor agrees to observe the above requirements for applicable subcontracts entered into for the performance of work under this Agreement.
- D. As provided in Subsection 287.135(8), F.S., if federal law ceases to authorize the above-stated contracting prohibitions then they shall become inoperative.

## **SECTION 12**

### **E-VERIFY**

In accordance with Florida Statutes §448.095, the Contractor, prior to commencement of services or payment by the City, will provide to the City proof of

participation/enrollment in the E-Verify system of the Department of Homeland Security. Evidence of participation/enrollment will be a printout of the Company's "Company Profile" page from the E-Verify system. Failure to be continually enrolled and participating in the E-Verify program will be a breach of contract which will be grounds for immediate termination of the contract by the City. The Consultant will not hire any employee who has not been vetted through E-Verify. The Contractor may not subcontract any work for the City to any subcontractor that has not provided an affidavit stating that the subcontractor does not employ, contract with or subcontract with an unauthorized alien.

### **SECTION 13** **MISCELLANEOUS**

12.1 Contractor shall, without additional expense to the City, be responsible for paying any taxes, obtaining any necessary licenses and for complying with all applicable federal, state, county, and municipal laws, ordinances and regulations in connection with the performance of the Services specified herein.

12.2 Precautions shall be exercised at all times for the protection of persons and property. Contractor and all Subcontractors shall conform to all OSHA, federal, state, county, and City regulations while performing under the terms and conditions of this Agreement. Any fines levied by the above-mentioned authorities because of failure to comply with these requirements shall be borne solely by Contractor responsible for the same.

12.3 Contractor understands and agrees that any information, document, report or any other material whatsoever which is given to Contractor by the City, or which is otherwise obtained or prepared by Contractor pursuant to or under the terms of this Agreement, is and shall at all times remain the property of the City. Contractor agrees not to use any such information, document, report or material for any other purpose whatsoever without the written consent of the City, which may be withheld or conditioned by the City in its sole discretion.

12.4 Contractor represents and warrants to the City that it has not employed or retained any person or company employed by the City to solicit or secure this Agreement and that it has not offered to pay, paid, or agreed to pay any person any fee, commission, percentage, brokerage fee, or gift of any kind contingent upon or in connection with the award or making of this Agreement. For the breach or violation of this provision, the City shall have the right, at its discretion, to terminate the Agreement without liability, to deduct from the Contract price, or otherwise recover the full amount of such fee, commission, percentage, gift or consideration.

12.5 Contractor understands that agreements between private entities and local governments are subject to certain laws and regulations, including laws pertaining to

public records, conflict of interest, record keeping, etc. The City and Contractor agree to comply with and observe all applicable laws, codes and ordinances as they may be amended from time to time.

#### **SECTION 14** **AUDIT AND INSPECTION RIGHTS**

- 13.1 The City may, at reasonable times, and for a period of up to three years following the date of final performance of Services by Contractor under this Agreement, audit, or cause to be audited, those books and records of Contractor which are related to Contractor's performance under this Agreement. Contractor agrees to maintain all such books and records at its principal place of business for a period of three years after final payment is made under this Agreement.
- 13.2 The City may, at reasonable times during the term hereof, perform such inspections as the City deems reasonably necessary to determine whether the Services required to be provided by Contractor under this Agreement conform to the terms of this Agreement. Contractor shall make available to the City all reasonable assistance to facilitate the performance of inspections by the City's representatives.
- 13.3 Should an independent review of the methodology used to complete the study reveal inadequate methodologies to have been used which are not consistent with current legal renderings, the selected Proposer agrees to make necessary modifications and conduct any subsequent work necessary to achieve study adequacy and appropriateness at no additional cost to the City.

#### **SECTION 15** **AGREEMENT, AMENDMENTS AND ASSIGNMENT**

- 14.1 This Agreement constitutes the entire agreement between Contractor and the City, and all negotiations and oral understandings between the parties are merged herein. The terms and conditions set forth in this Agreement supersede any and all previous agreements, promises, negotiations or representations. Any other agreements, promises, negotiations or representations not expressly set forth or incorporated into this Agreement are of no force and effect.
- 14.2 No modification, amendment or alteration of the terms and conditions contained shall be effective unless contained in a written document executed with the same formality as this Agreement.
- 14.3 Contractor shall not transfer or assign the performance of Services called for in the Agreement without the prior written consent of the City, which may be withheld or conditioned in the City's sole discretion.



**SECTION 16**  
**NON-DISCRIMINATION**

Contractor represents and warrants to the City that Contractor does not and will not engage in discriminatory practices and that there shall be no discrimination in connection with Contractor's performance under this Agreement on account of race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for delivery of Services. Contractor further covenants that no otherwise qualified individual shall, solely by reason of his/her race, age, religion, color, gender, sexual orientation, national origin, marital status, physical or mental disability, political affiliation or any other factor which cannot be lawfully used as a basis for delivery of Services, be excluded from participation in, be denied Services, or be subject to discrimination under any provision of this Agreement.

**SECTION 17**  
**GOVERNING LAW AND VENUE**

This Agreement shall be construed in accordance with and governed by the laws of the State of Florida. Venue for any action arising out of or relating to this Agreement shall be in Broward County, Florida.

**SECTION 18**  
**HEADINGS, CONFLICT OF PROVISIONS,**  
**WAIVER OR BREACH OF PROVISIONS**

Headings are for convenience of reference only and shall not be considered in any interpretation of this Agreement. In the event of a conflict between the terms of this Agreement and any terms or conditions contained in any attached documents, the terms in this Agreement shall prevail. No waiver or breach of any provision of this Agreement shall constitute a waiver of any subsequent breach of the same or any other provision, and no waiver shall be effective unless made in writing.

**SECTION 19**  
**SEVERABILITY**

If any provision of this Agreement or the application thereof to any person or situation shall to any extent be held invalid or unenforceable, the remainder of this Agreement, and the application of such provisions to persons or situations other than those as to which it shall have been held invalid or unenforceable shall not be affected thereby,

and shall continue in full force and effect and be enforced to the fullest extent permitted by law.

**SECTION 20**  
**SURVIVAL**

All representations and other relevant provisions herein shall survive and continue in full force and effect upon termination of this Agreement.

**SECTION 21**  
**COUNTERPARTS**

This Agreement may be executed in counterparts, each of which shall constitute an original, but all of which, when taken together, shall constitute one and the same Agreement.

**SECTION 22**  
**JOINT PREPARATION**

Contractor and the City acknowledge that they have sought and received whatever competent advice and counsel was necessary for them to form a full and complete understanding of all rights and obligations herein and that the preparation of this Agreement has been a joint effort of the parties, the language has been agreed to by parties to express their mutual intent and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.

**SECTION 23**  
**ENTIRE AGREEMENT**

This Agreement represents the entire and integrated Agreement between the City and Contractor and supersedes all prior negotiations, representations or agreements, either written or oral.

**[THE REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]**

**IN WITNESS WHEREOF**, the parties hereto have made and executed this Agreement on the respective dates under each signature: City, signing by and through its City Manager, attested to and duly authorized to execute same by the City Commission of the City of Miramar, and by the Contractor, by and through its \_\_\_\_\_, attested to and duly authorized to execute same.

**CITY**

ATTEST:

CITY OF MIRAMAR

\_\_\_\_\_  
Denise A. Gibbs, City Clerk

By: \_\_\_\_\_  
Dr. Roy L. Virgin, City Manager

This \_\_\_\_\_ day of \_\_\_\_\_, 2025

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY FOR THE  
USE OF AND RELIANCE BY  
THE CITY OF MIRAMAR ONLY:

\_\_\_\_\_  
City Attorney  
Austin Pamies Norris Weeks Powell, PLLC

**CONTRACTOR:**

Signature: \_\_\_\_\_

DocuSigned by:  
*Boris Bajlovic*  
1913DAD2C6FB4A7...

Boris Bajlovic

CEO

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

9/24/2025

\_\_\_\_\_  
Date



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City of Miramar  
2300 Civic Center Place  
Miramar, FL 33025

RESPONSE TO: RFP No. 25-07-30  
HOLIDAY DECORATIONS 2025



**Firm:** Rileighs Outdoor, LLC dba Holiday Outdoor Decor  
**Due Date:** August 7th, 2025 at 2pm  
**Local Address:** 3124 NW 16th Terrace, Pompano Beach, FL 33064  
**Corporate Address:** 1053 N. Plymouth St. Allentown, PA 18109  
**Project Contact:** Sarah Knoess, Account Manager  
**Email:** Salesfl@holidayoutdoordecor.com



## City of Miramar

RFP No. 25-07-30 HOLIDAY DECORATIONS 2025  
Rileighs Outdoor, LLC dba Holiday Outdoor Decor

Sarah Knoess – Account Manager  
P: (954) 633-2159  
E: Sknoess@holidayoutdoordecor.com

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## City of Miramar

RFP No. 25-07-30 HOLIDAY  
DECORATIONS 2025

TAB 1

### PROJECT SNAPSHOT & EXECUTIVE SUMMARY



## PROJECT SNAPSHOT

**TOTAL COST:**  
**\$ 259,000.00**

**TOTAL COST w/ADD ALTERNATE:**  
**\$ 299,246.00**

### OUR COMMITMENT TO YOU

- Routine service a minimum of 3 times a week
- All service requests will be resolved within 24 hours OR less
- Timers will be installed, set and checked
- Light set color can be changed at no cost
- Communication will be via email & phone calls will be summarized in writing
- Communication will be prioritized
- Installation will be completed prior to November 1<sup>st</sup>
- Removal will begin by January 10<sup>th</sup>

- 1 TOWN CENTER PLAZA
- 2 SHIRLEY BRANCA PARK
- 3 BEAUTY PARK
- 4 PROGRESS PARK
- 5 MIRAMAR REGIONAL PARK
- 6 MEDIANS ON MIRAMAR PARKWAY
- 7 DOUGLAS TO PALM AVE MEDIANS
- 8 ANSIN PARK
- 9 VIZCAYA PARK
- 10 SUNSET LAKES COMMUNITY CENTER

DETAILED PROPOSALS AND RECOMENDATIONS CAN BE FOUND IN **TAB 5**

City of Miramar  
 2300 Civic Center Place  
 Miramar, FL 33025

Dear, City of Miramar,

**We are excited at the opportunity to turn moments to memories in the City of Miramar!**

Holiday Outdoor Decor creates experiences that transform the everyday into the extraordinary. With more than 100 years innovating, we stand out as leaders in the outdoor decoration industry. From the heart of local communities to the vision of municipalities, Holiday Outdoor Decor is proud to be the architect of magical experiences that inspire, connect and leave a lasting impression. Our work is backed by:

### 100+ YEARS OF EXPERIENCE

Holiday Outdoor Décor has been in the holiday lighting and décor business for over 100 years and in the state of Florida for over 40 years. We understand the scope of work laid out in the proposal request and are committed to and more than capable of successfully completing the workload with efficiency and a high level of customer service and professionalism.

### GLOBAL DESIGN, LOCALLY SOURCED

We fuse global vision with local roots to offer Made-in-the-USA. high-quality designs that bring charm and warmth to main streets, town squares, and local gathering spaces.

#### WHY HOD

**20K**

nationwide customers



**2**

manufacturing plants in the US



**6**

storage warehouses



**5**

company-owned bucket trucks. Fleet of 30+ in season



**40**

decorators on the road during the season



**11**

expert design consultants



**100**

FT employees 50+seasonal





## EXCEPTIONAL SERVICE

From concept to installation, take down, storage, and maintenance - we can handle it all so you can focus on what matters most: your community. We understand the logistics and how to coordinate the most efficient installation and removal process including:

- Power requirements and locations
- Fridays or Sundays only for Town Center Plaza Install
- Traffic patterns and installation procedures tailored to each area
- Specialized procedures to maintain like-new conditions for term of contract of all products
- Decorators supervising installations to maintain visual design integrity of the lighting & decor
- Superior storage and handling of all materials
- Storage facility is a Category 5 rated structure – 30,000 Sq. Ft.
- **Dedicated Service Department working proactively to eliminate the need for service requests**
  - HOD Dedicated Service Teams are not deployed on installation jobs. Their only task is to proactively check and service your job after we turn the lights on

## BROADEST RANGE OF OUTDOOR DECOR PRODUCTS

At Holiday Outdoor Decor, we transform ordinary spaces into extraordinary experiences with the most complete range of outdoor decor. Our customers have access to traditional decorations **made in the USA**, as well as the latest global designs and technology through our exclusive partnerships.



Proudly Manufactured in the USA

Complete range of traditional displays, banners, custom-designed installations and more



Exclusive US Distributor

Elegant designer displays with an European touch



Preferred Partner

Cutting-edge smart lighting and lighting trees

## SUSTAINABLE PRACTICES

We are continuously striving for eco-friendly products that are good for the environment and look good on your streets.

Our Designer Series line by Blachere Illumination features:



### RECYPRINT®

500 billion bottles of plastic are produced each year. That's an ocean of plastic. Every year, 8 million tons of waste end up in our oceans. It creates a mass of floating plastic equal to one-third the size of Europe. For us at Holiday Outdoor Decor, that's unacceptable. So, a program was developed that recycles plastic from the food industry to help create the material for our displays.

This method reduces greenhouse gas emissions and eliminates countless bottles from ending up in our oceans.



### BIOPRINT®

How sugar cane became a biodegradable sweet spot. Our commitment to protecting the planet begins with innovation and ends with invention. Introducing Bioprint®. A fully recyclable biomaterial made from an extremely abundant organic material: sugar cane. The plant is turned into dehydrated bioethanol in our lab and arrives as granules in our workshop. These granules are dyed with natural colors, injected into our 3D printers and, in turn, produce our eco-friendly, biodegradable structures. From Earth to Earth, as they say.



**8 plastic bottles are recycled into a 2.5' Snowflake. Also pictured is our Recyprint 3D Turtle Recycling Container**

We appreciate the opportunity to submit our proposal and are confident in our ability to deliver exceptional products, services and results. Thank you for considering Holiday Outdoor Decor for this project.

Warm regards,

**Boris Bajlovic, CEO**





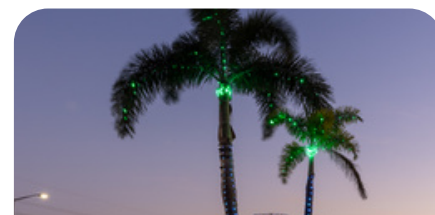
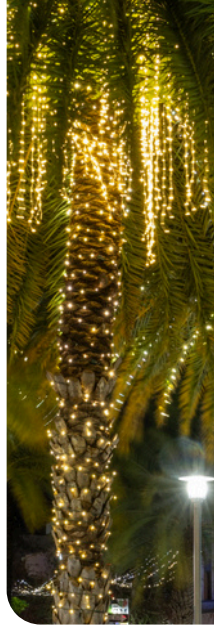
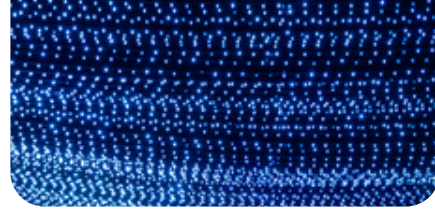
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## City of Miramar

RFP No. 25-07-30 HOLIDAY  
DECORATIONS 2025

TAB 2

### COMPANY PROFILE



## COMPANY PROFILE

**Main Contact:** Sarah Knoess – Account Manager  
**Office Address:** 3124 NW 16th Terrace, Pompano Beach, FL 33064  
**Direct Number:** 954-633-2159  
**Email Address:** Sknoess@holidayoutdoordecor.com

**Entity Name:** Rileighs Outdoor, LLC dba Holiday Outdoor Decor  
**Principal Place of Business Address:** 1053 N Plymouth St., Allentown, PA 18109  
**Current Mailing Address:** 1053 N Plymouth St., Allentown, PA 18109  
**Principal in Charge:** Boris Bajlovic – Chief Executive Officer  
**Email Address:** bbajlovic@holidayoutdoordecor.com  
**Phone Number:** 717-875-8268  
**Fax Number:** 610-432-0242

**Rileighs Outdoor, LLC dba Holiday Outdoor Decor has a local and national presence.**

**Florida Office Addresses:**

3124 NW 16th Terrace, Pompano Beach, FL 33064  
1750 Australian Avenue, #A4, Riviera Beach, FL 33404  
725 Southridge Industrial Dr., Tavares, FL 32778

Our Florida offices, located in Lake County, Broward County, and Palm Beach County, consist of 100 year-round employees and approximately 50 seasonal employees. We have a fleet of bucket trucks and 40 crews on the road during the holiday season in the State of Florida.

Company is licensed/certified/permitted to do business in the State of Florida.  
Supplemental documentation will be included.

**Legal Status:** Partnership

**Litigation:** There has been no litigation or regulatory action filed against Holiday Outdoor Décor in the last ten (10) years.

**Subcontractors will NOT be used on this project.**





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## City of Miramar

RFP No. 25-07-30 HOLIDAY  
DECORATIONS 2025

### TAB 3

### KEY PERSONNEL & PROJECT TEAM



## KEY PERSONNEL - ORGANIZATIONAL CHART



# RESUMES



## VICE PRESIDENT OF FLORIDA SALES: **JOE CAMPBELL**

**Role:** VP of Sales, Project Manager

**Years of Experience:** 28

- **Area of Expertise:** Customer Service, Operations, Holiday Program Development
- **Short Bio:** Joe has an impressive 28 years of experience in the commercial Christmas industry. He launched his career in 1997 with a focus on seasonal lighting installation and worked his way through various positions, from installation to warehouse management, and ultimately into the office. Since 2006, he has been at the helm of Sales, nurturing a thriving customer base.



## ACCOUNT MANAGER: **SARAH KNOESS**

**Role:** Sales, Project Manager

**Years of Experience:** 7

- **Area of Expertise:** Customer Service, Project Management, Municipality Bids
- **Short Bio:** Since 2018, Sarah has been part of the commercial holiday sector, beginning her journey as a Sales Assistant and rising to the position of Account Manager with her own client portfolio. She excels in managing municipality bids and has prior experience as a Project Coordinator in an engineering firm. Sarah earned a Bachelor's degree in Communication and Public Relations.



## LIGHTING MANAGER: **CHRISTOPHER J. RAPUZZI J.**

**Role:** Lighting Manager, Installer

**Years of Experience:** 20

- **Area of Expertise:** Leading efficient and high-quality installation & removal of lights
- **Short Bio:** Christopher began as a mechanic before joining Christmas Designers in 2005. He quickly showcased his managerial skills, focusing on training and supervising installations while ensuring a safe work environment and delivering excellent results. Certified in the MOT Intermediate Course.



## VISUAL MANAGER : **CHRIS LAFAVE**

**Role:** Visual Install Manager,

**Years of Experience:** 25

- **Area of Expertise:** Visual Installation, power requirements, troubleshooting
- **Short Bio:** Started his commercial holiday career in New York after completing his Business Management Major. Joined the CDFL/HOD team in 2008. He prioritizes customer service and attention to detail. He is the go to troubleshooter for electrical needs and an innovative problem solver.



## RESUMES



### **DIRECTOR OF OPERATIONS: JACOB BJORBEKK**

Role: Director of Operations

Years of Experience: 6

- **Area of Expertise:** Operations, Installation, Product Knowledge
- **Short Bio:** Having spent time on the road as an installer before advancing to Senior Installer, Installation Manager, and now Director of Operations, Jake has seen all the industry has to offer—and leverages that experience to optimize execution at every level.

The following is a short list of potential crew members including their years of experience:

**Gerald Corey**  
28 years

**Chuck Williams**  
28 years

**Mitch Daniels**  
11 Years  
(MOT Certified)

**Chris Taylor**  
17 Years  
(MOT Certified)

**Keevin Porter**  
11 years  
(MOT Certified)

**Wilson Diaz**  
8 years

**Donnie Clayborn**  
5 Years

**Derron Bell**  
5 Years

HOLIDAY OUTDOOR DECOR WILL NOT BE USING SUBCONTRACTORS ON THIS PROJECT.



# MANAGEMENT PLAN

At Holiday Outdoor Décor, we believe in a **hands-on, collaborative approach**. Our team will work closely with you every step of the way, ensuring that all details and logistics are meticulously planned and executed. We'll be dedicated to:

- **Working together:** We value open communication and will partner with you to understand your specific needs and requirements.
- **Planning:** We'll ensure every detail, from pre-installation checks to final setup, is carefully considered.
- **On-Time Installation:** We're committed to delivering your Holiday Lighting on schedule, minimizing any disruption to your operations. **Installation will be completed by November 1st.** Lights will be inspected at Town Center Plaza and Shirley Branca Park on December 1<sup>st</sup> in preparation for the Tree Lighting events. Removal will begin by January 10th.

Our commitment doesn't end with installation. We understand that ongoing support is crucial. That's why we're available to you via phone or email, even during those "odd hours." We're confident that our team's expertise and dedication will exceed your expectations and look forward to building a strong and lasting partnership with you. All service requests will be resolved within 24 hours or less!



## DESIGN

We will review the scope of work and proposal with the team to ensure every detail meets the City standards.



## INSTALLATION

The warehouse team oversees the installation of décor and lighting, ensuring that all items are properly loaded onto trucks and accounted for. Our experienced managers, each with two decades of expertise, will lead the installation teams. Each crew member will receive installation documentation that outlines power requirements and starting points, accompanied by descriptions and images of each area. Both installation and removal will take place within the specified timeframes.

# MANAGEMENT PLAN



## MAINTENANCE

Our scope of work includes installation, service, removal and proper storage and off-season refurbishment throughout the term of the contract. During the off season we will quality check every item that is installed. Items will be refurbished and well maintained to keep a like-new appearance for the entirety of the contract. All lights and décor will be commercial grade which minimizes outages. All light bulbs and hardware can be replaced on site. We have an inventory of displays should we need to replace one in the interim.



## EMERGENCY REPAIRS

Our dedicated service department will provide routine service and work proactively to eliminate the need for service requests. For Holiday programs, service is provided from the time of light up until December 31st. For damage done by landscapers, vermin or vandals, customer will be charged for products replaced. To notify us, day or night, of a service need, please use the link below.

To guarantee your peace of mind, our technicians are equipped with tablets and a specialized reporting system. This allows them to document completed work with photos, providing you with clear visual confirmation that your lights are shining brightly and no further action is required. **All service requests will be resolved within 24 hours or less!**

**Service Email Address:** [servicefl@holidayoutdoordecor.com](mailto:servicefl@holidayoutdoordecor.com)

**Service Online Form:** [Install Service Request](#)





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## City of Miramar

RFP No. 25-07-30 HOLIDAY  
DECORATIONS 2025

### TAB 4 EXPERIENCE/REFERENCES





# REFERENCES

## CITY OF TAVARES | FL

PROJECT CONTACT	<b>SCOTT ALDRICH</b> Community Services Manager – (352) 742-6477
ADDRESS	201 E Main Street, Tavares, FL 32778
EMAIL	saldrich@tavares.org
SEASONS SERVICED	6+ Years
DESCRIPTION	Installation of custom light displays, streetlight decorations, 30' Christmas Tree, 21' Tree of Lights honoring veterans, 3D Displays, complete exterior and interior of their Pavilion, garland, wreaths, heavily wrapped branch trees through out the park, palm trees along Main Street and main Entrance driveway. Work performed within time frames.
KEY PERSONNEL	Joe Campbell, Christopher Rapuzzi, Sarah Knoess.
ANNUAL PROJECT BUDGET	<b>\$190,000.00</b>



## REFERENCES

### CITY OF DANIA BEACH | FL

PROJECT CONTACT	<b>FERNANDO RODRIGUEZ</b> 954-924-6800 X3740
ADDRESS	1201 Stirling Road, Dania Beach, FL 33004
EMAIL	frodriguez@daniabeachfl.gov
SEASONS SERVICED	6+ years
DESCRIPTION	Installation of a 44' Christmas Tree, custom displays, installation of lights on over 200 light poles.
KEY PERSONNEL	Joe Campbell, Sarah Knoess, Chris Rapuzzi, Chris LaFave
ANNUAL PROJECT BUDGET	\$200,000.00+





## REFERENCES

### CITY OF DORAL | FL

PROJECT CONTACT	<b>DIANA MALDONADO</b> Assistant Village Manager – (305) 593-6600 ext. 5023
ADDRESS	8401 NW 53 Terrace, Doral FL 33166
EMAIL	diana.maldonado@cityofdoral.com
SEASONS SERVICED	6+ Years
DESCRIPTION	Installation of a 30' Christmas Tree, custom LED Archway, Seasons Greetings Display, over 40 LED Pole Stars throughout the tree's foliage, extensive palm tree and branch tree lighting in several colors, garland on poles around the park. Work performed within the time frames.
KEY PERSONNEL	Sarah Knoess, Joe Campbell, Christopher Rapuzzi
ANNUAL PROJECT BUDGET	\$ 150,000.00+



## REFERENCES

### CITY OF PEMBROKE PINES | FL

PROJECT CONTACT	<b>FRANCES NOVO</b> Special Events Coordinator – (954) 392-2119
ADDRESS	601 City Center Way, Pembroke Pines, FL 33025
EMAIL	fnovo@ppines.com
SEASONS SERVICED	5+ Years
DESCRIPTION	Installation of a 30' Christmas Tree, garland swag decorations and tree lighting.
KEY PERSONNEL	Joe Campbell, Christopher J. Rapuzzi, Chris LaFave
ANNUAL PROJECT BUDGET	\$ 15,000.00+





# REFERENCES

## CITY OF SUNRISE | FL

PROJECT CONTACT	MARIA LITTLE Deputy Director – (954) 747-4660
ADDRESS	10610 West Oakland Park Boulevard, Sunrise, FL 33351
EMAIL	mlittle@sunrisefl.gov
SEASONS SERVICED	6+ Years
DESCRIPTION	Installation of a 38' Christmas Tree, monument sign enhancers, and palm tree lighting.
KEY PERSONNEL	Sarah Knoess, Chris LaFave, Chris Rapuzzi
ANNUAL PROJECT BUDGET	\$30,000.00+





## REFERENCES

### WEST PALM BEACH - DDA

PROJECT CONTACT	<b>CATHERINE AST</b> District Services Manager-WPB-DDA - (561) 833-8873
ADDRESS	301 Clematis Street, Suite 200, West Palm Beach, FL 3340
EMAIL	cast@downtownwpb.com
SEASONS SERVICED	22+ Years
DESCRIPTION	Lighting & decorating of Christmas tree, extensive landscape lighting, suspended canopy of lights over 4 city blocks - consisting of 15,000 lights. Decor on over 100 light poles.
KEY PERSONNEL	Sarah Knoess, Donald Howell
ANNUAL PROJECT BUDGET	\$ 150,000.00+





## REFERENCES

### TOWN OF PALM BEACH | FL

PROJECT CONTACT	<b>PAUL COLBY</b> Facility Division Manager – (561) 227-7019
ADDRESS	951 Old Okeechobee, Suite D, PO BOX 2029, Palm Beach, FL 33401
EMAIL	pcolby@townofpalmbeach.com
SEASONS SERVICED	40+ Years
DESCRIPTION	Installation of three Christmas Trees ranging from 16' up to 40'. Poles wrapped in pine garland throughout the Town and extensive palm tree lighting. Work always performed within time frames.
KEY PERSONNEL	Sarah Knoess, Donald Howell, Christopher LaFave
ANNUAL PROJECT BUDGET	\$150,000.00+





## REFERENCES

### CITY OF DELRAY BEACH | FL

PROJECT CONTACT	<b>ISAAC KOVNER</b> Principal Engineer & Project Manager – (561) 243-7341
ADDRESS	434 S Swinton Ave, Delray Beach, FL 33444
EMAIL	kovner@mydelraybeach.com
SEASONS SERVICED	7+ Years
DESCRIPTION	Installation and Removal of 100' Christmas Tree. The largest tree in the state of Florida.
KEY PERSONNEL	Joe Campbell, Christopher LaFave, Chris Taylor
ANNUAL PROJECT BUDGET	+\$120,000.00







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## City of Miramar

RFP No. 25-07-30 HOLIDAY  
DECORATIONS 2025

TAB 5

### PROPOSAL / TECHNICAL APPROACH



# PROPOSAL | HOLIDAY PROGRAM 2025

## AREA 1 | TOWN CENTER PLAZA - 2300 CIVIC CENTER PLACE

### INSTALL HIGHLIGHT

We will install one (1) 26-foot LED Christmas Tree topped with a 3' 3D Royal Snowburst Tree Topper OR our 26' LED Romantic Walkthrough Tree. Additionally, we will set up a large 3D Photo Opportunity on the green next to our 8' LED Garland Photobooth Display & Wiz Golden Sled Display.

Our lighting plan includes:

- 60 Palm Trees with Warm White LED Lights
- 4 Date Palms with Warm White LED Lights
- 13 Oak Trees with Warm White LED Lights
- 20 Light Poles with Warm White LED Lights

We will also install a total of 6 nutcracker displays, with two on each side of the stairs at each building. Garland will be draped along the banisters of the 2300 building, and we will feature a Kinara, Menorah, and Nativity Scene. For extra family fun we will include a **Value Added** Photo Op Bundle!

**TOTAL AREA COST: \$ 118,203.00**



### PRODUCTS IN THIS AREA

26' CHRISTMAS TREE W/3'TOPPER
WARM WHITE LED LIGHTS
3D LARGE DISPLAY
LED GARLAND W/RED BOWS
MENORAH, KINARA, NATIVITY SCENE
6' FIBERGLASS LED NUTCRACKER DISPLAYS
8' LED GARLAND PHOTOBOOTH DISPLAY
WIZ GOLDEN SLED DISPLAY
PHOTO OP BUNDLE <b>VALUE ADDED</b>



# PROPOSAL | HOLIDAY PROGRAM 2025

## AREA 1 | TOWN CENTER PLAZA - 2300 CIVIC CENTER PLACE

### INSTALL HIGHLIGHT - TREE OPTION #2

Is the City ready to embrace something fresh? Presenting our 26-foot LED Romantic Walkthrough Tree Display, guaranteed to add a contemporary flair to this year's holiday program. The City can select their preferred tree at no additional cost.





# PROPOSAL | HOLIDAY PROGRAM 2025

## AREA 1 | TOWN CENTER PLAZA - 2300 CIVIC CENTER PLACE

### INSTALL HIGHLIGHT

Options for Your Large-Scale 3D Holiday Display at Town Center Plaza Lawn.

Here are three options for your large-scale 3D holiday display. Choose your favorite! A Wiz Golden Sled and an 8' Garland Photobooth will be included with any of the three choices.

First, we present our **LED Titan Display**. There is so much to appreciate about this stunning piece! Standing at just under 13 feet tall and 12 feet wide, this walkthrough display provides the perfect holiday experience. Crafted with our eco-friendly Recyprint material, it combines festive charm with environmental consciousness. The City of Miramar deserves a unique display, and the Titan certainly delivers! Titan Display is **Made in the United States**.





# PROPOSAL | HOLIDAY PROGRAM 2025

## AREA 1 | TOWN CENTER PLAZA - 2300 CIVIC CENTER PLACE

### INSTALL HIGHLIGHT

#### Second Option: With First-Place Flair!

Introducing our **LED Elie Golden Ornament Display**. This walkthrough display features built-in seating, ensuring that you have a perfect spot to enjoy the festive scenery. Elie is crafted from our Recyprint material, making her not just visually appealing but also environmentally friendly! Standing at just under 14 feet tall and 13 feet wide, she is sure to catch everyone's attention. The Elie Golden Display is also **Made in the United States**.





# PROPOSAL | HOLIDAY PROGRAM 2025

## AREA 1 | TOWN CENTER PLAZA - 2300 CIVIC CENTER PLACE

### INSTALL HIGHLIGHT

Last, but certainly not least, we present our **LED Lumi Walkthrough Display**. Standing over 13 feet tall and 6.5 feet wide, Lumi features charming garland detailing that evokes a classic sense of holiday nostalgia. Crafted from environmentally friendly materials, Lumi serves as a stunning backdrop for community members' holiday cards. As all of our other decor, Lumi is also Made in the USA.



# PROPOSAL | HOLIDAY PROGRAM 2025

## AREA 1 | TOWN CENTER PLAZA - 2300 CIVIC CENTER PLACE

### INSTALL HIGHLIGHT

Examples of our Menorah, Kinara and Nativity Scene that is quoted for Town Center Plaza.



LED MENORAH | 9'



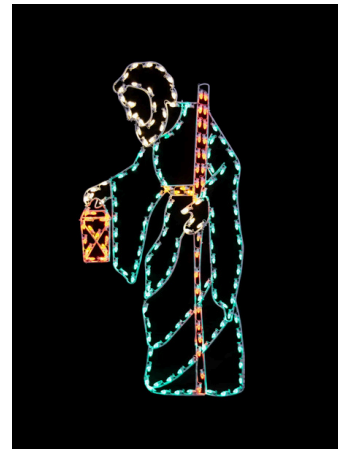
LED KIANRA | 8'



LED MARY | 6'



LED CHRIST CHILD | 3.4'



LED JOSEPH | 8'

If the City is interested in a full Nativity Collection please see link below:

[https://holidayoutdoordecor.com/product/nativity-scene-pieces/?attribute\\_pa\\_product=nativity-mary](https://holidayoutdoordecor.com/product/nativity-scene-pieces/?attribute_pa_product=nativity-mary)



# PROPOSAL | HOLIDAY PROGRAM 2025

## AREA 1 | TOWN CENTER PLAZA - 2300 CIVIC CENTER PLACE

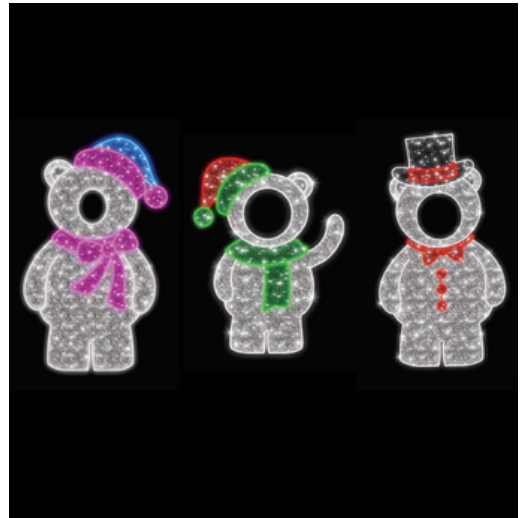
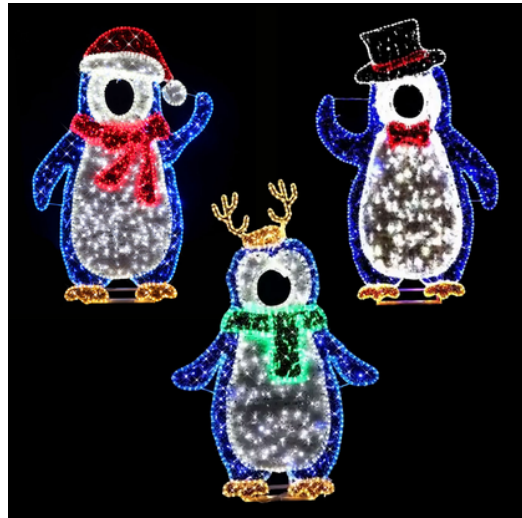
### INSTALL HIGHLIGHT

Examples of the 6' Nutcracker displays that will be installed by the stairs.

**Value Added Photo Op Bundle** for family fun on the lawn! Choose your favorite bundle from the options below.



NUTCRACKER | 6'



LED PHOTO OP BUNDLE | **VALUE ADDED**

# PROPOSAL | HOLIDAY PROGRAM 2025

## AREA 2 | SHIRLEY BRANCA PARK - 6901 MIRAMAR PARKWAY

### INSTALL HIGHLIGHT

We will set up one (1) 26-foot Christmas tree adorned with a 3D Snowburst tree topper. Additionally, we will install a Menorah, Kinara, and Nativity scene. Twelve (12) palm trees and (17) seventeen oak trees along Miramar Parkway and 69th Ave will be illuminated with warm white lights.

At no expense to the City, we will also provide a **Value Added** Ornament Bench Display and two (2) **Value Added** LED 11-foot Candy Cane Displays.

**TOTAL AREA COST: \$ 43,181.00**

### PRODUCTS IN THIS AREA

26' CHRISTMAS TREE W/TOPPER

MENORAH, KINARA, NATIVITY SCENE

WARM WHITE LED LIGHT SETS

LED ORNAMENT W/SEAT  
**VALUE ADDED**

LED CANDY CANES  
**VALUE ADDED**



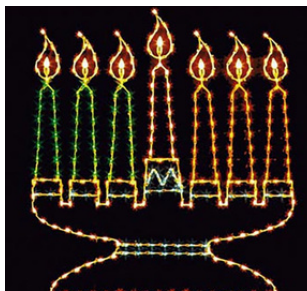
LED CANDY CANE | 11'  
**VALUE ADDED**



LED ORNAMENT w/SEAT | 8'  
**VALUE ADDED**



LED MENORAH | 9'



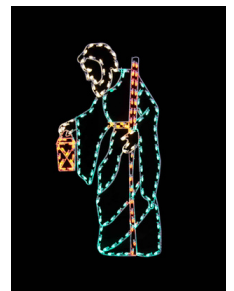
LED KIANRA | 8'



LED MARY | 6'



LED CHRIST CHILD | 3.4'



LED JOSEPH | 8'



# PROPOSAL | HOLIDAY PROGRAM 2025

## AREA 3 | BEAUTY PARK - MIRAMAR PARKWAY & 64<sup>TH</sup> AVENUE

### INSTALL HIGHLIGHT

We will wrap the trunks of sixteen (16) Palm Trees and four (4) Oak Trees, with Warm White LED Light Sets. We will wrap the seven (7) Light Pole with Warm White LED Light Sets.

**TOTAL AREA COST: \$ 6,444.00**

### PRODUCTS IN THIS AREA

WARM WHITE LED LIGHT SETS



# PROPOSAL | HOLIDAY PROGRAM 2025

## AREA 4 | PROGRESS PARK - MIRAMAR PARKWAY & 64<sup>TH</sup> AVENUE

### INSTALL HIGHLIGHT

We will wrap the trunks of eighteen (18) Foxtails, six (6) Sabals, and three (3) Oak Trees with LED Warm White Light Sets. We will wrap the five (5) Light Poles with LED Warm White Light Sets.

**TOTAL AREA COST: \$ 8,244.00**

### PRODUCTS IN THIS AREA

WARM WHITE LED LIGHT SETS





# PROPOSAL | HOLIDAY PROGRAM 2025

## AREA 5 | MIRAMAR REGIONAL PARK - 16801 MIRAMAR PARKWAY

### INSTALL HIGHLIGHT

We will install two (2) 10' unlit Red Glitter Mesh Bow Sign Enhancers, located on the top of each sign with a 13' x 14" piece of decorated pine garland. We will install four (4) 44" Sprays decorated in Colors of the Holiday and a 12" Red Bow, two located on each sign.

**TOTAL AREA COST: \$ 3,300.00**

### PRODUCTS IN THIS AREA

10' UNLIT RED BOW SIGN ENHANCER

13' X 14" PINE GARLAND DECORATED IN COTH

44" UNLIT SPRAYS DECORATED IN COTH W/12" RED BOW





# PROPOSAL | HOLIDAY PROGRAM 2025

## AREA 6 | MEDIANS ON MIRAMAR PARKWAY - S. STATE RD 7 - DOUGLAS RD

### INSTALL HIGHLIGHT

We will light up the trees along all the medians from South State Road 7 to Douglas Road. A total of **two hundred and six (206) trees** will be illuminated, distributed as follows:

- Alexander: 51
- Bismarck: 3
- Foxtail: 6
- Oak: 27
- Olive/Ficus: 36
- Royal: 17
- Sabal: 66

### PRODUCTS IN THIS AREA

WARM WHITE LED LIGHT SETS

**TOTAL AREA COST: \$ 79,628.00**



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# PROPOSAL | HOLIDAY PROGRAM 2025 - ADD ALTERNATE

## AREA 7 | ADD ALTERNATE - MEDIANS ON MIRAMAR PKWY - DOUGLAS TO PALM

### INSTALL HIGHLIGHT

We will light up the trees along all the medians from Douglas Road to Palm Avenue. A total of **eighty (80)** trees will be illuminated, distributed as follows:

- Alexander: 6
- Oak: 20
- Sabal: 54

**TOTAL AREA COST: \$ 30,856.00**

### PRODUCTS IN THIS AREA

WARM WHITE LED LIGHT SETS



# PROPOSAL | HOLIDAY PROGRAM 2025 - ADD ALTERNATE

## AREA 8 | ADD ALTERNATE - ANSIN PARK - 10801 MIRAMAR BLVD

### INSTALL HIGHLIGHT

We will install an unlit Red Glitter Mesh Bow Sign Enhancer on the entrance signs. And one (1) Fiberglass Ball Stack Display

**TOTAL AREA COST: \$ 4,850.00**

### PRODUCTS IN THIS AREA

---

RED BOW SIGN ENHANCER UNLIT

---



---

6' FIBERGLASS BALL STACK

---





# PROPOSAL | HOLIDAY PROGRAM 2025 - ADD ALTERNATE

## AREA 9 | ADD ALTERNATE - VIZCAYA PARK - 14200 SW 55<sup>TH</sup> STREET

### INSTALL HIGHLIGHT

For the entrance signs we will install one (1) unlit Red Bow Sign Enhancer on top. We will install a total of four (4) 48" unlit Wreaths decorated in Colors of the Holiday with a 12" Bow.

**TOTAL AREA COST: \$ 2,940.00**



### PRODUCTS IN THIS AREA

RED BOW SIGN ENHANCER UNLIT

UNLIT WREATH DECORATED  
W/BOW



# PROPOSAL | HOLIDAY PROGRAM 2025 - ADD ALTERNATE

## AREA 10 | ADD ALTERNATE - SUNSET LAKES COMM. CENTER - 2801 SW 186<sup>TH</sup> AVE

### INSTALL HIGHLIGHT

We will install an unlit Red Glitter Mesh Sign Enhancer on the monument signs.

**TOTAL AREA COST: \$ 1,600.00**

### PRODUCTS IN THIS AREA

RED BOW SIGN ENHANCER UNLIT





# PROPOSAL | HOLIDAY PROGRAM 2025

## DISPLAY OPTIONS

**CHECK OUT OUR CATALOG - WE ALSO HAVE CUSTOM DESIGN AND FABRICATION!**

<https://heyzine.com/flip-book/95185437f7.html#page/1>







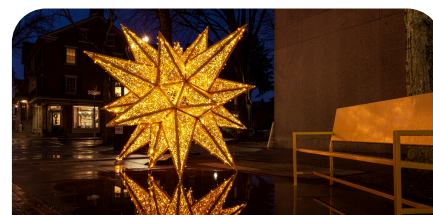
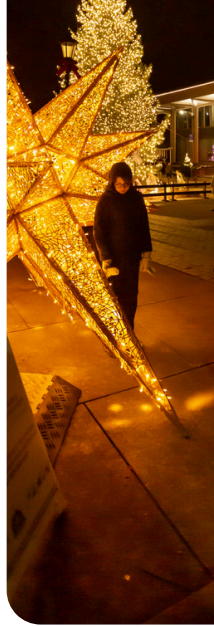
From Moments to Memories  
**American Craftsmanship  
in Every Space™**

## City of Miramar

RFP No. 25-07-30 HOLIDAY  
DECORATIONS 2025

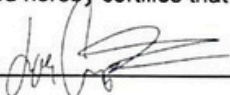
TAB 6

### REQUIRED FORMS & ADDITIONAL DATA





**PROPOSAL COVER SHEET AND SIGNATURE FORM RFP No. 25-07-30**

<b>PROPOSER'S NAME</b> (Name of firm, entity, or organization): Rileighs Outdoor, LLC dba Holiday Outdoor Decor	
<b>FEDERAL EMPLOYER IDENTIFICATION NUMBER:</b> 83-3166513	
<b>NAME AND TITLE OF PROPOSER'S CONTACT PERSON:</b>	
Name: Sarah Knoess	Title: Account Manager
<b>MAILING ADDRESS:</b>	
Street Address: 1053 N. Plymouth St.	
City, State, Zip: Allentown, PA 18109	
<b>TELEPHONE:</b>	
( 954 ) 633-2159	
<b>PROPOSER'S ORGANIZATION STRUCTURE:</b>	<b>EMAIL:</b> salesfl@holidayoutdoordecor.com
<input type="checkbox"/> Corporation <input checked="" type="checkbox"/> Partnership <input type="checkbox"/> Proprietorship <input type="checkbox"/> Joint Venture <input type="checkbox"/> Other (explain):	
<b>IF CORPORATION:</b>	
Date Incorporated/Organized: 01/30/2019	
State of Incorporation/Organization: Delaware	
States registered in as foreign Corporation: N/A	
<b>LIST NAMES OF PROPOSER'S SUBCONTRACTORS FOR THIS PROJECT:</b>	
No Subcontractors will be used.	
<b>PROPOSER'S AUTHORIZED SIGNATURE:</b>	
The undersigned hereby certifies that this Proposal is submitted in response to this Solicitation.	
Signed by: 	Date: 07.31.2025
Print name: Joe Campbell	Title: Vice President of Sales

**FAILURE TO COMPLETE, SIGN AND RETURN THIS FORM  
MAY DEEM YOUR PROPOSAL "NON-RESPONSIVE."**

## PROPOSER BACKGROUND INFORMATION FORM

All information supplied in connection with this form is subject to review and verification. Any and all determinations concerning this information will be used to determine eligibility for participation in the award. Inaccurate or incomplete answers may result in your Proposal being deemed "Non-Responsive."

- (1) How many years has your organization been in business under your present business name? \_\_\_\_\_ 6 \_\_\_\_\_ years
- (2) State of Florida occupational license type and number: License attached
- (3) County (state county) Business Tax Receipt type and number: Broward - Receipt # 379-14680
- (4) City of Miramar Business Tax Receipt type and number: N/A

(A CITY OF MIRAMAR BUSINESS TAX RECEIPT MAY NOT BE  
NECESSARY IF THE BUSINESS IS NOT LOCATED WITHIN THE CITY  
OF MIRAMAR)

### PROPOSERS MUST INCLUDE A COPY OF EACH LICENSE LISTED WITH PROPOSAL

- (5) Describe experience providing Services and or commodities for similar (government) organizations:
- We work with many municipalities providing the same services quote in this bid. For  
example - Town of Palm Beach, City of Miami, City of Sunrise, City of Pembroke Pines  
Town of Davie, City of Margate, West Palm Beach DDA, City of Sarastoa, among many  
others.
- (6) Have you ever had a contract terminated (either as a prime contractor or subcontractor) for failure to comply, breach, or default?
- \_\_\_\_\_ yes \_\_\_\_\_ X \_\_\_\_\_ no

(IF YES, PLEASE ENCLOSE A DETAILED EXPLANATION ON SEPARATE  
SHEET)

# PRICE PROPOSAL SHEET

## COST OR PRICING DATA FOR PRICE PROPOSAL

Proposers shall submit (attached to this form) Cost or Pricing Data of sufficient detail to allow the evaluators to determine the reasonableness of the Price Proposal, reflecting Cost Realism, including all information other than Cost and Pricing Data, and explaining how the lump sum figure was derived.

a) Cost or Pricing Data shall mean all facts, that as of the date of submission of the Proposal, prudent buyers and sellers would reasonably expect to affect price negotiations significantly. Cost or Pricing Data are data that are factual, not judgmental, and are verifiable. While they do not indicate the accuracy of the Proposer's judgment about estimated future costs or projections, they do include the data forming the basis for that judgment. Cost or Pricing Data are more than historical accounting data, they are all the facts that can be reasonably expected to contribute to the soundness of estimates of future costs and to the validity of determinations of costs already incurred. They also include such factors as: vendor quotations; nonrecurring costs; information on changes in production or purchasing volume; data supporting projections of business prospects and objective and related operations cost; unit-cost trends such as those associated with labor efficiency; make-or-buy decisions; estimated resources to attain business goals; and information on management decisions that could have a significant bearing on costs.

b) "Cost Realism" shall mean that the costs in Proposer's Proposal: (1) are realistic for the Services to be provided; (2) reflect a clear understanding of the requirements; and (3) are consistent with the various elements of the Proposer's Proposal.

c) Information other than Cost and Pricing Data shall mean any type of information that is non-numeric that is necessary to determine price reasonableness or Cost Realism.

d) Price, as used in this Solicitation, shall mean cost plus any fee or profit applicable.

## PRICE PROPOSAL SHEET (CONTINUED)

**Description:** Proposers must submit a fee per location to provide the Scope of Service as outlined in Section 3-3. The City reserves the right to accept or reject any add alternates. Evaluation of price will be based only on the total of **Locations A–F**. Pricing for Add Alternates will not be used in scoring.

(A)Town Center	\$ <u>\$118,203.00</u>
(B)Shirley Branca Park	\$ <u>43,181.00</u>
(C)Beauty Park	\$ <u>6,444.00</u>
(D)Progress Park	\$ <u>8,244.00</u>
(E)Miramar Regional Park	\$ <u>3,300.00</u>
(F)Medians on Miramar Parkway	\$ <u>79,628.00</u>
GRAND TOTAL OF LOCATIONS A - F	\$ <u>259,000.00</u>

Two hundred fifty-nine thousand dollars

Write in words\*

**\*Where words and figures differ, the amount written in words will prevail.**

### ADD ALTERNATE

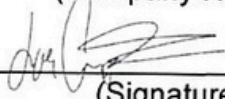
#### Price For Each Add Alternate Location:

(G)Medians on Miramar Parkway	\$ <u>30,856.00</u>
(H)Ansin Park	\$ <u>4,850.00</u>
(I)Vizcaya Park	\$ <u>2,940.00</u>
(J)Sunset Lakes Community Center	\$ <u>1,600.00</u>



Taxpayer Identification Number (TIN) EIN: 83-3166513

PROPOSER: Rileighs Outdoor, LLC dba Holiday Outdoor Decor  
(Company Name)

  
(Signature)

Joe Campbell - Vice President of Sales  
(Printed Name and Title)

**FAILURE TO COMPLETE, SIGN AND RETURN THIS FORM WILL DEEM YOUR  
RESPONSE "NON-RESPONSIVE"**

## Exceptions and Deviations Form

### Contract Terms and Conditions Exception

Proposers must identify clause by number and name and specify Exception. Exceptions must be fully explained using a chart in the form of the chart set forth on the bottom portion of this page. The City reserves the right to reject any Proposal for noncompliance with one (1) or more of the requirements.

CLAUSE NUMBER	CLAUSE TITLE	EXCEPTION
N/A	N/A	N/A



Proposer's Signature

**FAILURE TO SUBMIT ALL INFORMATION RESPONSIVE TO THIS FORM  
MAY DEEM YOUR PROPOSAL "NON-RESPONSIVE."**

## **DRUG-FREE WORKPLACE AFFIDAVIT**

### **FLORIDA STATE STATUTE 287.087**

Identical Tie Bids: Preference shall be given to business with drug-free workplace programs.

Section 287.087 of the Florida Statutes provides:

287.087 Preference to businesses with drug-free workplace programs. Whenever two (2) or more bids, proposals, or replies that are equal with respect to price, quality, and service are received by the state or by any political subdivision for the procurement of commodities or contractual services, a bid, proposal, or reply received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall:

(1) Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.

(2) Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.

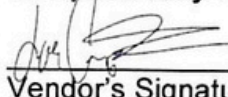
(3) Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).

(4) In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of 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 5 days after such conviction.

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

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

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



Vendor's Signature

**FAILURE TO COMPLETE, SIGN AND RETURN THIS FORM MAY  
DEEM YOUR PROPOSAL "NON-RESPONSIVE."**



## ANTI-KICKBACK AFFIDAVIT

STATE OF FLORIDA     }  
                                      }  
COUNTY OF BROWARD }

SS:

I, the undersigned, hereby duly sworn, depose and say that no portion of the sum herein bid will be paid to any employees of the City of Miramar, its elected officials, and Rileighs Outdoor, LLC dba Holiday Outdoor Decor or its Contractors, as a commission, kickback, reward or gift, directly or indirectly by me or any member of my firm or by an officer of the corporation.



By: [Signature]

Title: Vice President of Florida Sales

Sworn to (or affirmed) and subscribed before me  
by means of ☒ physical presence or ☐ online notarization,  
this 31 day of July, 25(year), by Joe Campbell.

[Signature]  
Notary Public  
State of Florida at Large

My commission expires: 10/05/2026

**FAILURE TO COMPLETE, SIGN AND RETURN THIS FORM  
MAY DEEM YOUR PROPOSAL "NON-RESPONSIVE."**

## PROPOSER'S DISCLOSURE OF SUBCONTRACTORS AND SUPPLIERS

Please list all subcontractors and suppliers to be used in connection with performance of the Contract (use additional pages, if necessary). The City strongly encourages the participation of Local Businesses and/or CBE / SBE/ FCBE Firms. Please specify the category for each subcontractor or supplier.

Company Name: N/A - Subcontractors will NOT be used.

\_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City, State, & Zip Code: \_\_\_\_\_

Local Business \_\_\_\_\_ CBE Firm \_\_\_\_\_ SBE Firm \_\_\_\_\_ FCBE \_\_\_\_\_

Company Name: \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City, State, & Zip Code: \_\_\_\_\_

Local Business \_\_\_\_\_ CBE Firm \_\_\_\_\_ SBE Firm \_\_\_\_\_ FCBE \_\_\_\_\_

## PROPOSER'S DISCLOSURE OF SUBCONTRACTORS AND SUPPLIERS (CONTINUED)

Company Name: N/A - Subcontractors will NOT be used.

\_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City, State, & Zip Code: \_\_\_\_\_

Local Business \_\_\_\_\_ CBE Firm \_\_\_\_\_ SBE Firm \_\_\_\_\_ FCBE \_\_\_\_\_

Company Name: \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City, State, & Zip Code: \_\_\_\_\_

Local Business \_\_\_\_\_ CBE Firm \_\_\_\_\_ SBE Firm \_\_\_\_\_ FCBE \_\_\_\_\_

**FAILURE TO COMPLETE AND RETURN THIS FORM MAY  
DEEM YOUR PROPOSAL "NON-RESPONSIVE."**



## NON-COLLUSIVE AFFIDAVIT

State of Florida     )  
                                  ) ss:  
County of Broward    )

I, Joe Campbell, the undersigned authority, being first duly sworn, deposes and says that:

a) He/she is the (Owner, Partner, Officer, Representative or Agent) of Rileighs Outdoor, LLC, the Proposer that has submitted the attached Proposal;

b) He/she is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;

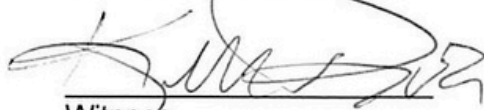
c) Such Proposal is genuine and is not collusive or a sham Proposal;

d) Neither the said Proposer nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Proposer, firm, or person to submit a collusive or sham Proposal in connection with the Services for which the attached Proposal has been submitted; or to refrain from proposing in connection with such Service; or have in any manner, directly or indirectly, sought by person to fix the price or prices in the attached Proposal or of any other Proposer, or to fix any overhead, profit, or cost elements of the Proposal price or the Proposal price of any other Proposer, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Services;

e) The price or prices quoted in the attached Proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Proposer or any other of its agents, representatives, owners, employees or parties in interest, including this affiant.

## NON-COLLUSIVE AFFIDAVIT (CONTINUED)

Signed, sealed and delivered  
in the presence of:

  
\_\_\_\_\_  
Witness

  
\_\_\_\_\_  
Witness

By:   
\_\_\_\_\_

Joe Campbell

\_\_\_\_\_  
(Printed Name)

Vice President of Sales

\_\_\_\_\_  
(Title)

## NON-COLLUSIVE AFFIDAVIT (CONTINUED)

### ACKNOWLEDGMENT

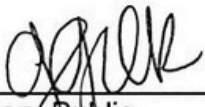
State of Florida )

) ss:

County of Broward)

BEFORE ME, the undersigned authority, personally appeared Joe Campbell, to me well known and known by me to be the person described herein and who executed the foregoing Affidavit and acknowledged to and before me that he/she executed said Affidavit for the purpose therein expressed.

**WITNESS** my hand and official seal this 31st day of July, 2025.

  
\_\_\_\_\_  
Notary Public  
State of Florida at Large




My commission expires: 10/05/2024

**FAILURE TO COMPLETE, SIGN AND RETURN THIS FORM  
MAY DEEM YOUR PROPOSAL "NON-RESPONSIVE."**



## NON-DISCRIMINATION AFFIDAVIT

I, the undersigned, hereby duly sworn, depose and say that the organization, business or entity represented herein shall not discriminate against any person in its operations, activities or delivery of Services under any agreement it enters into with the City of Miramar. The same shall affirmatively comply with all applicable provisions of federal, state and local equal employment Laws and shall not engage in or commit any discriminatory practice against any person based on sex, race, color, ethnic or national origin, religion, marital status, disability, genetic information, age, political beliefs, sexual orientation, gender, gender identification, social and family background, linguistic preference, pregnancy, and any other legally prohibited basis, or any other factor which cannot be lawfully used as a basis for Service delivery.

By:   
Title: Vice President of Sales

Sworn to (or affirmed) and subscribed before me

by means of ☒ physical presence or ☐ online notarization,

this 31st day of July, 25 (year), by Joe Campbell.

  
Notary Public  
State of Florida at Large



My commission expires: 10/05/2026

**FAILURE TO COMPLETE, SIGN AND RETURN THIS FORM  
MAY DEEM YOUR PROPOSAL "NON-RESPONSIVE."**

**State of Florida**  
**Affidavit Regarding the Use of Coercion for Labor and Services**

Vendor Name: Rileighs Outdoor, LLC dba Holiday Outdoor Decor

Vendor FEIN: 83-3166513

Vendor's Authorized Representative Name and Title: Joe Campbell - Vice President of Sales

Address: 1053 N. Plymouth St.

City: Allentown State: PA Zip: 18109

Phone Number: 954-633-2159

Email Address: salesfl@holidayoutdoordecor.com

Florida Statute §787.06(13) requires all nongovernmental entities executing, renewing, or extending a contract with a governmental entity to provide an affidavit signed by an officer or representative of the nongovernmental entity under penalty of perjury that the nongovernmental entity does not use coercion for labor or services as defined in that statute. The City of Miramar, Florida is a governmental entity for the purposes of this statute.

As the officer or representative of the company, I certify that the company identified above does not:

- Use or threaten to use physical force against any person;
- Restrain, isolate, or confine or threaten to restrain, isolate, or confine any person without lawful authority and against his or her will;
- Use lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied towards the liquidation of the debt, the length and nature of the labor or services are not respectively limited and defined;
- Destroy, conceal, remove, confiscate, withhold, or possess any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification, of any person;
- Cause or threaten to cause financial harm to any person;
- Entice or lure any person by fraud or deceit;
- Provide controlled substances as outlined in Schedule I or Schedule II of Florida State Statute §893.03 to any person for the purpose of exploitation of that person.

Under penalties of perjury, I declare that I have read the foregoing document and the facts stated in it are true.

Signature:   
(Authorized Signature)

Print Name and Title: Joe Campbell - Vice President of Sales

Date: 07.31.2025

**FAILURE TO COMPLETE AND RETURN THIS FORM MAY DEEM YOUR QUOTE "NON-RESPONSIVE"**

## REFERENCE QUESTIONNAIRE

(Proposer must submit form in Proposal completed and signed by Agency providing reference)

Reference For (Proposer's Name): Rileighs Outdoor, LLC dba Holiday Outdoor Decor

Agency Providing Reference: Town of Davie

Contact Person Name: Simone B. James, Special Events Coordinator

Address: 3801 S. Pine Island Rd. Davie, FL 33328

Telephone: 954-797-1181

E-Mail: sjames@davie-fl.gov

Provide a reference for the above-named firm by indicating below the level of satisfaction with services provided to your agency. If a question should not apply, please indicate that the question is not applicable by writing ("N/A") for that question.

	QUESTION	Satisfactory	Unsatisfactory
1	How would you rate the firm's ability to provide holiday decoration services?	X	
2	How would you rate the experience and efficiency of the firm's staff?	X	
3	How would you rate the firm's overall quality of work?	X	
4	How would you rate the firm's response to complaints and response time/promptness for maintenance?	X	
5	How would you rate the quality of decorations used as well as the decoration style?	X	
6	Would your agency use this firm to provide services again? (Circle One)	<input checked="" type="radio"/> YES Satisfactory	<input type="radio"/> NO/ Unsatisfactory

Additional Comments: The Town of Davie has contracted with Holiday Outdoor Decor for over 5 years. Each year they have significantly improved our holiday lighting and decor program. They provide knowledge and expertise in this specialized field. Holiday Outdoor Decor personnel consistently display the highest professionalism.

**\*This form must be completed and signed by the person providing the reference.**

  
Signature

Special Events Coordinator  
Title

7/16/25  
Date

**FAILURE TO COMPLETE AND RETURN THIS FORM MAY  
DEEM YOUR PROPOSAL "NON-RESPONSIVE."**



## REFERENCE QUESTIONNAIRE

(Proposer must submit form in Proposal completed and signed by Agency providing reference)

Reference For (Proposer's Name): Rileighs Outdoor, LLC dba Holiday Outdoor Decor

Agency Providing Reference: City of Sunrise

Contact Person Name: Maria Little

Address: 7820 NW 79th Terrace

Telephone: 443-235-4393

E-Mail: maria\_barner@msn.com

Provide a reference for the above-named firm by indicating below the level of satisfaction with services provided to your agency. If a question should not apply, please indicate that the question is not applicable by writing ("N/A") for that question.

	QUESTION	Satisfactory	Unsatisfactory
1	How would you rate the firm's ability to provide holiday decoration services?	X	
2	How would you rate the experience and efficiency of the firm's staff?	X	
3	How would you rate the firm's overall quality of work?	X	
4	How would you rate the firm's response to complaints and response time/promptness for maintenance?	X	
5	How would you rate the quality of decorations used as well as the decoration style?	X	
6	Would your agency use this firm to provide services again? (Circle One)	YES/ Satisfactory	NO/ Unsatisfactory

Additional Comments: Great company to work with. Very responsive and quick to trouble-shoot.

**\*This form must be completed and signed by the person providing the reference.**

Maria Little  
Signature

Deputy Director  
Title

7/15/2025  
Date

**FAILURE TO COMPLETE AND RETURN THIS FORM MAY  
DEEM YOUR PROPOSAL "NON-RESPONSIVE."**

## REFERENCE QUESTIONNAIRE

(Proposer must submit form in Proposal completed and signed by Agency providing reference)

Reference For (Proposer's Name): Rileighs Outdoor, LLC dba Holiday Outdoor Decor

Agency Providing Reference: City of Tavares

Contact Person Name: Scott Aldrich

Address: 201 E. Main St. Tavares, FL 32778

Telephone: 352-742-6338

E-Mail: Scott.Aldrich@TavaresFL.gov

Provide a reference for the above-named firm by indicating below the level of satisfaction with services provided to your agency. If a question should not apply, please indicate that the question is not applicable by writing ("N/A") for that question.

	QUESTION	Satisfactory	Unsatisfactory
1	How would you rate the firm's ability to provide holiday decoration services?	✓	
2	How would you rate the experience and efficiency of the firm's staff?	✓	
3	How would you rate the firm's overall quality of work?	✓	
4	How would you rate the firm's response to complaints and response time/promptness for maintenance?	✓	
5	How would you rate the quality of decorations used as well as the decoration style?	✓	
6	Would your agency use this firm to provide services again? (Circle One)	<u>YES/</u> Satisfactory	NO/ Unsatisfactory

Additional Comments: \_\_\_\_\_

\*This form must be completed and signed by the person providing the reference.

Scott D. Aldrich  
Signature

Community Services Director  
Title

7/15/2025  
Date

**FAILURE TO COMPLETE AND RETURN THIS FORM MAY  
DEEM YOUR PROPOSAL "NON-RESPONSIVE."**

## BUSINESS/VENDOR PROFILE SURVEY

Name of Business: Rileighs Outdoor, LLC dba Holiday Outdoor Decor

Address: 1053 N. Plymouth St. Allentown PA 18109

Phone No.: 954-633-2159

Contact Person (Regarding This Form): Joe Campbell

**Type of Business (check the appropriate type):**

- ☐ **CONSTRUCTION SERVICES** - Firms involved in the process of building, altering, repairing, improving or demolishing any structure, building or real property.
- ☐ **ARCHITECTURE AND ENGINEERING (A&E) SERVICES** - Firms involved in architectural design, engineering services, inspections and environmental consulting (materials and soil testing) and surveying.
- ☐ **PROFESSIONAL SERVICES** - Includes those services that require special licensing, educational degrees, and unusually highly specialized expertise.
- ☐ **BUSINESS SERVICES** - Involves any services that are labor intensive and not a construction related or professional service.
- ☒ **COMMODITIES** - Includes all tangible personal property services, including equipment, leases of equipment, printing, food, building materials, office supplies.
- ☐ A CBE or SBE firm: a Small Business Enterprise (SBE) or a County Business Enterprise (CBE), has a Broward County Business Tax Receipt, is located in, and doing Business in Broward County, and certified by the Broward County Office of Economic Development and Small Business Development.  
**Business is claiming the CBE/SBE Preference; YES X NO \_\_\_\_\_**

**Please attach the Broward County Office of Economic Development and Small Business Development certification to this form.**

**Business is claiming local Business Preference YES \_\_\_\_\_ NO X**  
(Choose below as applicable)

- ☐ **Businesses Employing Miramar Residents** - Business is located outside of the City of Miramar City limits and employs a minimum of 10 full time equivalent ("FTE") Miramar residents, or Miramar residents constitute 20 % of the FTE of the company's local workforce (in Broward and Miami-Dade Counties), whichever is larger.  
**Business Employing Miramar Residents Affidavit MUST be submitted with RFP Response.**
- ☐ Business with a location within Miramar, is in compliance with all City licensing requirements and is current on all City taxes.  
**Attach a copy of a current Miramar Business Tax Receipt to this form.**

**FAILURE TO COMPLETE AND RETURN THIS FORM  
MAY DEEM YOUR PROPOSAL "NON-RESPONSIVE"**



## BUSINESS EMPLOYING MIRAMAR RESIDENTS AFFIDAVIT

The completed and signed form must be returned with the Vendor's submittal ONLY if the Vendor is claiming the Business Employing Miramar Residents preference.

Vendor: N/A

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Solicitation No. and Title: \_\_\_\_\_

By signing below, I hereby certify that Vendor has \_\_\_\_\_ total employees (in the company's local workforce - Broward and Miami-Dade Counties), of which \_\_\_\_\_ are full time equivalent Miramar residents.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

Sworn to (or affirmed) and subscribed before me  
by means of ☐ physical presence or ☐ online notarization,  
this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_ (year), by \_\_\_\_\_.

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

\_\_\_\_\_  
Notary Public (Sign name of Notary Public)

My commission expires: \_\_\_\_\_ (SEAL)

Personally Known \_\_\_\_\_ or Produced Identification \_\_\_\_\_  
Type of Identification Produced \_\_\_\_\_


**FAILURE TO COMPLETE, SIGN AND RETURN THIS FORM  
MAY DEEM YOUR PROPOSAL NON-RESPONSIVE**

**ATTACHMENT A**  
**ADDENDA ACKNOWLEDGEMENT FORM**

Addendum #	Date Received
<u>1</u>	<u>07.07.2025</u>
<u>2</u>	<u>07.28.2025</u>
<u>3</u>	<u>07.29.2025</u>
<u>4</u>	<u>08.05.2025</u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>
<u> </u>	<u> </u>

PROPOSER:

Rileighs Outdoor, LLC dba Holiday Outdoor Decor  
(Company Name)

  
(Signature)

Joe Campbell - Vice President of Sales  
(Printed Name and Title)

**FAILURE TO COMPLETE, SIGN AND RETURN THIS FORM  
MAY DEEM YOUR PROPOSAL NON-RESPONSIVE**



Date of Issuance of Addendum: July 7, 2025

**CITY OF MIRAMAR**  
**Procurement Department**  
**ADDENDUM NO. 1**

To

**REQUEST FOR PROPOSALS NO. 25-07-30**  
**HOLIDAY DECORATIONS 2025**

Proposers are hereby notified that this **Addendum No. 1** shall be attached to and made part of the above-named Request for Proposals (the "RFP") issued on July 3, 2025.

This **Addendum No. 1** is issued to add to, delete from, modify, clarify and/or amend the RFP. The item(s) contained in this **Addendum No. 1** shall have full force and effect as part of the RFP, shall prevail to the extent of any conflict with the original RFP and shall conform to the addition(s) and revision(s) contained herein.

Proposers shall acknowledge receipt of this **Addendum No. 1** by inserting its number and date in the Proposal Form on "ADDENDA ACKNOWLEDGEMENT FORM".

This addendum consists of (1) page

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**CLARIFICATION REGARDING MANDATORY PRE-PROPOSAL CONFERENCE**

---

A MANDATORY Pre-Proposal conference will be held on July 16, 2025, at 3:00 P.M. virtually via Webex. Please see below the information to join the conference.

**Meeting Link**

<https://miramarfl.webex.com/miramarfl/j.php?MTID=m312b06cf60cbd71a5fa864c2ea535c8f>

**Join by phone**

+1-415-655-0001 US Toll

[Global call-in numbers](#)

Access Code 2301 755 6039

**Join from a video system or application**

Dial [23017556039@miramarfl.webex.com](mailto:23017556039@miramarfl.webex.com)

You can also dial 173.243.2.68 and enter your meeting number.

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Date of Issuance of Addendum: July 28, 2025

**CITY OF MIRAMAR  
Procurement Department  
ADDENDUM NO. 2**

To

**REQUEST FOR PROPOSALS NO. 25-07-30  
HOLIDAY DECORATIONS 2025**

Proposers are hereby notified that this **Addendum No. 2** shall be attached to and made part of the above-named Request for Proposals (the "RFP") issued on July 3, 2025.

This **Addendum No. 2** is issued to add to, delete from, modify, clarify and/or amend the RFP. The item(s) contained in this **Addendum No. 2** shall have full force and effect as part of the RFP, shall prevail to the extent of any conflict with the original RFP and shall conform to the addition(s) and revision(s) contained herein.

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**Update:**

The due date and time for submittal of proposals has changed. Please see update below:

<b>Due Date and Time for Submittal of Proposals</b>	<b>Thursday, August 7, 2025, at 2:00 P.M.</b>
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This addendum consists of **one (1)** page.



**Date of Issuance: July 29, 2025**

**City of Miramar**

**Procurement Department**

**ADDENDUM No. 3**

**For**

**REQUEST FOR PROPOSALS No. 25-07-30**

**HOLIDAY DECORATIONS 2025**

Proposers are hereby notified that this **Addendum No. 3** shall be attached to and made part of the above-named Request for Proposals ("RFP") issued on July 3, 2025.

This **Addendum No. 3** is issued to add to, delete from, modify, clarify and/or amend the RFP. The items contained in this **Addendum No. 3** shall have full force and effect as part of the RFP and shall prevail to the extent of any conflict with the original RFP. Proposals to be submitted on or before the specified due date shall conform to the additions and revisions contained herein.

Proposers shall acknowledge receipt of this **Addendum No. 3** by inserting its number and date in the Proposal Form on "ADDENDA ACKNOWLEDGEMENT FORM".

This addendum consists of (3) pages

### **QUESTIONS AND ANSWERS**

1. **Question:** What is the budget for this project?

**Answer:** The project budget is estimated between \$250,000 and \$300,000.

2. **Question:** What are the available power source locations and amperage capacities for the locations discussed?

**Answer:** 20-amp power sources are available and may be used.

3. **Question:** What issues arose last year and what solutions are you looking for in a new partner?

**Answer:** Late installation, no timers on lights and missing décor. Better communication will ensure resolution of potential issues.

4. **Question:** Is there a specific theme or color scheme preferred by the City (traditional, coastal, hybrid)?

**Answer:** No.

5. **Question:** Are renderings/graphic designs required to bid? If not required, are they allowed?

**Answer:** Yes, they are required.

6. **Town Center:**

- a. **Question:** Any decor colors preferred?

**Answer:** No specific colors are preferred, but the décor must match and coordinate throughout the installation.

- b. **Question:** Balcony of 2300 - entire balcony or just center? Do we have measurements of the length?

**Answer:** The entire balcony is approximately 100 feet

- c. **Question:** Open to alternatives for light poles i.e illuminated pole decor or is 5mm WW lights required.

**Answer:** Please provide what is specified in the scope of work.

7. **Shirley Blanca/69th Ave:**

- a. **Question:** Of what distance down Miramar parkway do we cover trees - medians, shoulders or all the above?

**Answer:** Only what is in the medians.

- b. **Question:** Do all trees have adequate power?

**Answer:** Yes

8. **Beauty Park:**

- a. **Question:** How many trees to wrap? All hard woods?

**Answer:** There are 20 trees to wrap. 16 Palm Trees and 4 Oak Trees.

- b. **Question:** How many light poles?

**Answer:** All poles to be wrapped. Approximately 6 poles on each side.



9. **Question:** Can you send out photos and videos of previous years display?

**Answer:** Please see the following Dropbox files:

- **Holiday Tree Lighting at City Hall:**  
<https://www.dropbox.com/scl/fo/etdfui8tu1euvo2aejeb4/ALILPYQkK2zDLv5AvLtUgy0?rlkey=t5vjij6nt08jlmno5e4ewifo&st=2tkwhni3&dl=0>
- **Very Merry Tree Lighting at Shirley Branca Park:**  
<https://www.dropbox.com/scl/fo/a4dzbi6j3nhuc5uf8qhaj/ANpf1NEeIZ2NzkCiurNmdal?rlkey=0lwc3jfd4lrqeg99zyry13f7o&st=qbth84eh&dl=0>
- **Miramar Parkway Lighting Installations:**  
<https://www.dropbox.com/scl/fo/lw09ldgyhipbxgtynj8ar/h?dl=0&rlkey=ynddmg0w23dqk43ps5oz5fzvj>



Date of Issuance of Addendum: August 5, 2025

**CITY OF MIRAMAR  
Procurement Department  
ADDENDUM NO. 4**

To

**REQUEST FOR PROPOSALS NO. 25-07-30  
HOLIDAY DECORATIONS 2025**

Proposers are hereby notified that this **Addendum No. 4** shall be attached to and made part of the above-named Request for Proposals (the "RFP") issued on July 3, 2025.

This **Addendum No. 4** is issued to add to, delete from, modify, clarify and/or amend the RFP. The item(s) contained in this **Addendum No. 4** shall have full force and effect as part of the RFP, shall prevail to the extent of any conflict with the original RFP and shall conform to the addition(s) and revision(s) contained herein.

Proposers shall acknowledge receipt of this **Addendum No. 4** by inserting its number and date in the Proposal Form on "ADDENDA ACKNOWLEDGEMENT FORM".

This addendum consists of (1) page

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**ADDITIONAL SUBMITTAL FORMS**

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PLEASE COMPLETE AND INCLUDE THE FOLLOWING FORMS ALONG WITH YOUR PROPOSAL:

- THE "ADDENDA ACKNOWLEDGEMENT" FORM IS ATTACHED AS "ATTACHMENT A" TO ADDENDUM NO. 4
  - THE "PUBLIC ENTITY CRIMES" FORM IS ATTACHED AS "ATTACHMENT B" TO ADDENDUM NO. 4
-

# ATTACHMENT B

## PUBLIC ENTITY CRIMES

SWORN STATEMENT PURSUANT TO SECTION §287.133(3)(a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES:

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

1. This sworn statement is submitted to City of Miramar  
by Joe Campbell  
for Rileighs Outdoor, LLC dba Holiday Outdoor Decor  
whose business address is 1053 N. Plymouth St. Allentown PA 18109

and (if applicable) its Federal Employer Identification Number (FEIN) is 83-3166513

(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:  
\_\_\_\_\_

2. 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 of 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.
3. I understand that "convicted" or "conviction" as defined in Section §283.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Section §287.133(1)(a), Florida Statutes, means:
- a. A predecessor or successor of a person convicted of a public entity crime;  
or
  - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners,



## ATTACHMENT B

shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

5. I understand that a "person" as defined in 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 bids 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.
6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement (Indicate which statement applies).

X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

     The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

     The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list (attach a copy of the final order).

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN

## ATTACHMENT B

WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION §287.017, FLORIDA STATUTES, FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

DATED: 08.06.2025

BY: [Signature]  
(Signature)

NAME: Joe Campbell  
(Print)

TITLE: Vice President of Sales

STATE OF FLORIDA     )  
                                  ) ss:  
COUNTY OF BROWARD )

**SWORN TO AND SUBSCRIBED** before me this 6 day of July, 2025, by Joe Campbell, who is personally known to me or has produced \_\_\_\_\_ as identification.

[Signature]  
Notary Public  
State of Florida at Large

My commission expires: 10/05/2026



**END OF DOCUMENT**

**FAILURE TO COMPLETE, SIGN AND RETURN THIS FORM  
MAY DEEM YOUR PROPOSAL NON-RESPONSIVE**

**Request for Taxpayer  
Identification Number and Certification**

Go to [www.irs.gov/FormW9](http://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.

Print or type. See Specific Instructions on page 3.	<b>1</b> 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.) <b>Rileighs Outdoor, LLC</b>	<b>4</b> 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) _____  (Applies to accounts maintained outside the United States.)
	<b>2</b> Business name/disregarded entity name, if different from above. <b>dba Holiday Outdoor Decor</b>	
	<b>3a</b> Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.  <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"/> <b>LLC.</b> Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) <b>P</b> <b>Note:</b> 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)	
	<b>3b</b> 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"/>	
	<b>5</b> Address (number, street, and apt. or suite no.). See instructions. <b>1053 N Plymouth Street</b> <b>PO Box 4365</b>	Requester's name and address (optional)
	<b>6</b> City, state, and ZIP code <b>Allentown, PA 18109</b> <b>Bethlehem, PA 18018</b>	
	<b>7</b> List account number(s) here (optional)	

**Part I Taxpayer Identification Number (TIN)**

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

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

<b>Social security number</b>								
			-				-	
or								
<b>Employer identification number</b>								
8	3	-	3	1	6	6	5	1

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

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

<b>Sign Here</b>	Signature of U.S. person 	Date <b>1/14/2025</b>
------------------	--	-----------------------

**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](http://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)  
05/12/2025

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).

<b>PRODUCER</b> Marsh USA LLC 30 South 17th Street Philadelphia, PA 19103  CN142816341-.-GAWU-25-26	<b>CONTACT</b> NAME: PHONE (A/C, No, Ext): E-MAIL: ADDRESS:  <b>INSURER(S) AFFORDING COVERAGE</b>  INSURER A : XL Insurance America, Inc. INSURER B : XL Specialty Insurance Company INSURER C : INSURER D : INSURER E : INSURER F :  <b>NAIC #</b> 24554 37885
--	--

**COVERAGES**      **CERTIFICATE NUMBER:** CLE-007353074-01      **REVISION NUMBER:** 13

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"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			GGG7479259-01	05/06/2025	05/01/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			GGA7479260-01	05/06/2025	05/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
B	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	GWG7479258-01 (FL, MN, WI, IL, TX, NJ, PA)	05/06/2025	05/01/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

When required by written contract, the insurer will provide 30 days' notice of cancellation to the certificate holder as respects Workers Compensation liability policy(ies) for any reason other than non-payment of premium, subject to policy terms and conditions.

## CERTIFICATE HOLDER

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Marsh USA LLC*

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My Company Account

# My Company Profile

## Company Information

**Company Name** Rileighs Outdoor, LLC

**Doing Business As (DBA) Name**

Holiday Outdoor Decor

**Company ID**

2079163

**Enrollment Date**

Feb 09, 2023

**Employer Identification Number (EIN)**

833166513

**Unique Entity Identifier (UEI)**

---

**DUNS Number**

---

**Total Number of Employees**

20 to 99

**NAICS Code**

454

**Sector**

Retail Trade

**Subsector**

Nonstore Retailers

[Edit Company Information](#)

## Employer Category

## Employer Category

None of these categories apply

[Edit Employer Category](#)

---

## Company Addresses

### Physical Address

1053 N Plymouth Street  
Allentown, PA 18109

### Mailing Address

PO Box 4365  
Bethlehem, PA 18018

[Edit Company Addresses](#)

## Hiring Sites

### Number of Sites

4

[Edit Hiring Sites](#)

---

## Company Access and MOU

### My Company is configured to:

Verify Its Own Employees

### Memorandum of Understanding

[View Current MOU](#)

[U.S. Department of Homeland Security](#)[U.S. Citizenship and Immigration Services](#)

[Accessibility](#)[Plug-ins](#)[Site Map](#) \_



**2024 FOREIGN LIMITED LIABILITY COMPANY ANNUAL REPORT**

DOCUMENT# M21000008232

**Entity Name:** RILEIGHS OUTDOOR, LLC**Current Principal Place of Business:**1053 N PLYMOUTH ST.  
ALLENTOWN, PA 18109**Current Mailing Address:**1053 N PLYMOUTH ST.  
ALLENTOWN, PA 18109 US**FEI Number:** 83-3166513**Certificate of Status Desired:**No**Name and Address of Current Registered Agent:**REGISTERED AGENT SOLUTIONS, INC.  
2894 REMINGTON GREEN LANE  
SUITE A  
TALLAHASSEE, FL 32308 US*The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.***SIGNATURE:**\_\_\_\_\_  
Electronic Signature of Registered Agent\_\_\_\_\_  
Date**Authorized Person(s) Detail :**

Title	MGR
Name	CHESKEY, CARTER
Address	1053 N PLYMOUTH ST.
City-State-Zip:	ALLENTOWN PA 18109

Title	MGR
Name	CASCIANO, DAN
Address	1053 N PLYMOUTH ST.
City-State-Zip:	ALLENTOWN PA 18109

Title	CEO
Name	BAJLOVIC, BORIS
Address	1053 N PLYMOUTH ST.
City-State-Zip:	ALLENTOWN PA 18109

Title	AUTHORIZED REPRESENTATIVE
Name	POGASH, THOMAS A
Address	1053 N PLYMOUTH ST.
City-State-Zip:	ALLENTOWN PA 18109

*I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am a managing member or manager of the limited liability company or the receiver or trustee empowered to execute this report as required by Chapter 605, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.*

**SIGNATURE:**THOMAS A. POGASH**AUTHORIZED  
REPRESENTATIVE****03/06/2024**\_\_\_\_\_  
Electronic Signature of Signing Authorized Person(s) Detail\_\_\_\_\_  
Date

# BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-357-4829

VALID OCTOBER 1, 2024 THROUGH SEPTEMBER 30, 2025

**Business Name:** CHRISTMAS DESIGNERS FLORIDA

**Receipt #:** 379-14680  
**Business Type:** ALL OTHERS (SALES OF CHIRSTMAS DESIGNS, DEC)

**Owner Name:** RILEIGHS OUTDOOR LLC

**Business Opened:** 08/30/1985

**Business Location:** 3124 NW 16TH TER  
POMPANO BEACH

**State/County/Cert/Reg:**

**Exemption Code:**

**Business Phone:** 954-973-4225

Rooms

Seats

Employees

Machines

Professionals

For Vending Business Only						
Number of Machines:				Vending Type:		
Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost	Total Paid
45.00	0.00	0.00	0.00	0.00	0.00	45.00

Receipt Fee 45.00

Packing/Processing/Canning Employees 0.00

**THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS**

**THIS BECOMES A TAX RECEIPT**

**WHEN VALIDATED**

This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

**Mailing Address:**

CHRISTMAS DESIGNERS FLORIDA  
3124 NW 16TH TER  
POMPANO BEACH, FL  
33064-1409

**Receipt #** WWW-23-00290607  
**Paid** 09/13/2024 45.00

**2024 - 2025**

# BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 – 954-357-4829

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**Receipt #** WWW-23-00290607  
**Paid** 09/13/2024 45.00



## RFP 25-07-30 Holiday Decorations 2025

Rank	Proposer Name	Rater # 1	Rater # 2	Rater # 3	Total
<b>1</b>	HOLIDAY OUTDOOR DÉCOR	82.9	80.9	77.9	<b>241.70</b>
<b>2</b>	MIAMI CHRISTMAS LIGHTS	66.73	72.73	72.73	<b>212.19</b>
<b>3</b>	THE CHRISTMAS PALACE	72	64	74	<b>210.00</b>