

FORMS

BID FORM

Include this form in the response

RESPONDENT:

The undersigned, as Respondent, hereby declares and certifies that the only person(s) or entities interested in this bid as principal(s), or as persons or entities who are not principal(s) of the Respondent but are substantially involved in performance of the Work, is or are named herein, and that no person other than herein mentioned has any interest in this bid or in the Agreement to be entered into; that this bid is made without connection with any other person, company, or parties making a bid; and that this bid is in all respects fair and in good faith without collusion or fraud.

Respondent represents to the District that, except as may be disclosed in an addendum hereto, no officer, employee or agent of the District has any interest, either directly or indirectly, in the business of Respondent to be conducted under the Agreement, and that no such person shall have any such interest at any time during the term of the Agreement, should it be awarded to Respondent.

Respondent further declares that it has examined the Agreement and informed itself fully in regard to all conditions pertaining to this solicitation; it has examined the specifications for the Work and any other Agreement documents relative thereto; it has read all of the addenda furnished prior to the bid opening, as acknowledged below; and has otherwise satisfied itself that it is fully informed relative to the Work to be performed.

Respondent agrees that if its bid is accepted, Respondent shall contract with the District in the form of the attached Agreement, and shall furnish everything necessary to complete the Work in accordance with the time for completion specified in the Agreement, and shall furnish the required evidence of the specified insurance.

Acknowledgment is hereby made of the following addenda (identified by number) received:

Addendum No.	Date	Addendum No.	Date
NA	_____	NA	_____
_____	_____	_____	_____
_____	_____	_____	_____

Hollenbeck Investigations LLC & Hollenbeck Protective Services

11/10/2023

Respondent (firm name)

Date

283 Cranes Roost BLVD Suite 111 Altamonte Springs FL 32701

Address

dustin@hollenbeckinvestigations.com

Email address

407-927-2316

Signature

Telephone number

Dustin Hollenbeck - President/CEO

Typed name and title

COST SCHEDULE
Include this form in the response

Bid to be opened at 2:00 p.m., November 15, 2023

To: ST. JOHNS RIVER WATER MANAGEMENT DISTRICT

In accordance with the advertisement requesting bids for Unarmed Security Guard and Monitoring Services, subject to the terms and conditions of the Agreement, the undersigned proposes to perform the Work for the costs contained in the following schedule (fill in all blanks). The Agreement will be awarded to the lowest responsive and responsible Respondent for the Estimated Total Annual Cost (also known as the "Total Bid Cost"). Respondents should not have any expectation or promise as to the quantities of work that the District will require under this solicitation.

Security Personnel	Quantity	Estimated Annual Hours	Standard Billable Hourly Rate	Estimated Annual Cost
Security Site Supervisor	1	2,080	\$ 23.00	\$ 47,840
Security Officer	1	4,696	\$ 20.00	\$ 93,920
ESTIMATED TOTAL ANNUAL COST*				\$ 141,760

***THE ESTIMATED TOTAL ANNUAL COST IS CONSIDERED THE "TOTAL BID COST" AND WILL BE USED FOR BID AWARD PURPOSES ONLY. THE STANDARD BILLABLE HOURLY RATES WILL BE USED FOR THE FINAL CONTRACT COST SCHEDULE. THE RATES ABOVE SHALL INCLUDE THE CLOUD-BASED SECURITY GUARD MANAGEMENT PLATFORM.**

I HEREBY ACKNOWLEDGE, as Respondent's authorized representative, that I have fully read and understand all terms and conditions as set forth in this bid and upon award of such bid, shall fully comply with such terms and conditions.

Hollenbeck Investigations LLC & Hollenbeck Protective Services

11/10/2023

Respondent (firm name)

Date

283 Cranes Roost BLVD Suite 111 Altamonte Springs FL 32701

Address

dustin@hollenbeckinvestigations.com

E-mail address

407-927-2316

Signature

Telephone number

Dustin Hollenbeck -President/CEO

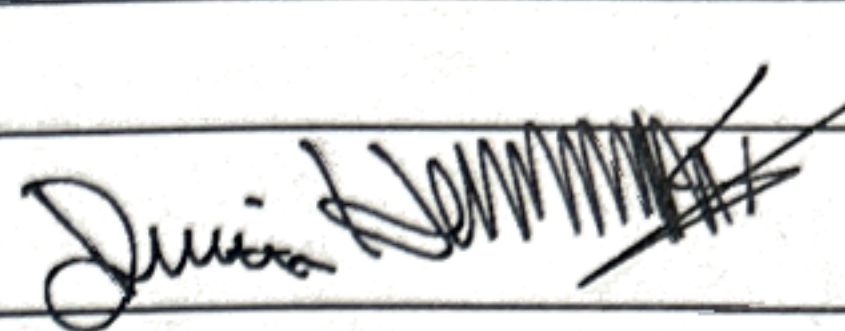
Typed name and title

CERTIFICATE AS TO CORPORATION

Include this form in the response

The below Corporation is organized under the laws of the State of Florida; is authorized by law to respond to this Invitation for Bids and perform all work and furnish materials and equipment required under the Agreement and is authorized to do business in the state of Florida.

Corporation name: Hollenbeck Investigations LLC
 Address: 283 Cranes Roost BLVD Suite 111 Altamonte Springs FL 32701
 Registration No.: L16000009035
 Registered Agent: Dustin Hollenbeck

By: 
President/CEO/Owner
 (Official title)

Attest: NA
 (Secretary)



The full names and business or residence addresses of persons or firms interested in the foregoing bid as principals or officers of Respondent are as follows (specifically include the President, Secretary, and Treasurer and state the corporate office held of all other individuals listed):

Dustin Garrett Hollenbeck - 283 Cranes Roost BLVD STE 111 Altamonte Springs FL 32701
-(Corporate Office)

Identify any parent, subsidiary, or sister corporations involving the same or substantially the same officers and directors that will or may be involved in performance of the Project, and provide the same information requested above on a photocopy of this form.

DBA: Hollenbeck Protective Services

If applicable, attach a copy of a certificate to do business in the state of Florida, or a copy of the application that has been accepted by the state of Florida to do business in the state of Florida, for the Respondent and/or all out-of-state corporations that are listed pursuant to this form.

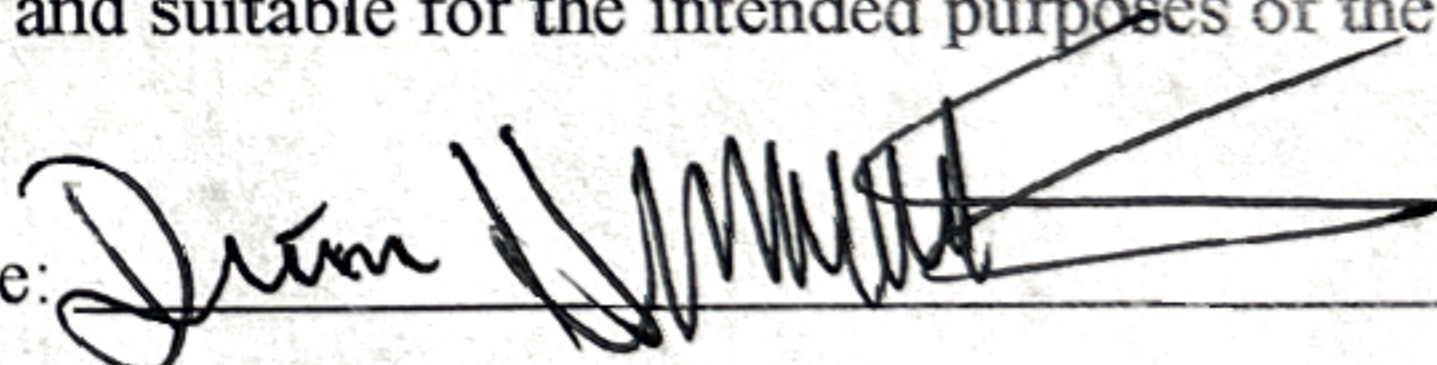
**AFFIDAVIT AS TO NON-COLLUSION AND CERTIFICATION OF
MATERIAL CONFORMANCE WITH SPECIFICATIONS**

Include this form in the response

STATE OF Florida
COUNTY OF Seminole

I, the undersigned, Dustin G Hollenbeck being first duly sworn, depose and say that:

1. I am the owner or duly authorized officer, representative, or agent of:
Hollenbeck Investigations LLC & Hollenbeck Protective Services
the Respondent that has submitted the attached bid.
2. The attached bid is genuine. It is not a collusive or sham bid.
3. I am fully informed respecting the preparation and contents of, and knowledgeable of all pertinent circumstances respecting the attached bid.
4. Neither Respondent nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, conspired, connived, or agreed, directly or indirectly, with any other Respondent, firm, or person to submit a collusive or sham bid in connection with the Agreement for which the attached bid has been submitted, or to refrain from bidding in connection with such Agreement, or has in any manner, directly or indirectly, sought by agreement, collusion, communication, or conference with any other Respondent, firm, or person to fix the price or prices in the attached bid of any other Respondent, or to fix any overhead, profit, or cost element of the bid prices or the bid price of any other Respondent, or to secure through collusion, conspiracy, connivance, or unlawful agreement any advantage against the District or any other person interested in the proposed Agreement.
5. The price(s) quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Respondent or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.
6. No official or other officer or employee of the District, whose salary or compensation is payable in whole or in part by the District, is directly or indirectly interested in this bid, or in the supplies, materials, equipment, work, or labor to which it relates, or in any of the profits therefrom.
7. Any materials and equipment proposed to be supplied in fulfillment of the Agreement to be awarded conform in all respects to the specifications thereof. Further, the proposed materials and equipment will perform the intended function in a manner acceptable and suitable for the intended purposes of the District.

Signature: 

Title: President & CEO

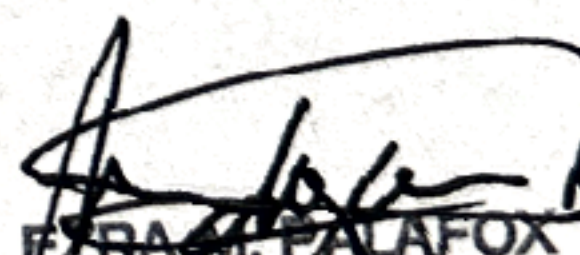
Subscribed and sworn to before me by means of ☒ physical presence or ☐ online notarization, this _____ day of 13th NOV., 2023.

Notary Public, state of FLORIDA at Large

My commission expires:

(SEAL)




Notary Public
State of Florida
Comm# HH304997
Expires 8/24/2026

☐ Personally known OR ☒ Produced identification, Type of Identification Produced: FL DRIVER'S LICENSE

QUALIFICATIONS — GENERAL

Include this form in the response

As part of the submittal, Respondent shall complete the following so that the District can determine Respondent's ability, experience, and facilities for performing the Work.

Name of Respondent: Hollenbeck Investigations LLC & Hollenbeck Protective services

Year company was organized/formed: 2016

Number of years Respondent has been engaged in business under the present firm or trade name: 7

Total number of years Respondent has experience providing security guard services as described in the INSTRUCTIONS TO RESPONDENTS: 5

Has Respondent previously been engaged in the same or similar business under another firm or trade name? If so, please describe each such instance.

None

Has Respondent ever been adjudicated bankrupt, initiated bankruptcy, or been the subject of bankruptcy proceedings on behalf of the current entity submitting this bid or a prior entity that Respondent substantially operated or controlled? If yes, please describe the nature and result of those proceedings and the entity involved.

No

Describe the background/experience of the person or persons who will be primarily responsible for directing the Work that will be performed pursuant to this bid. This inquiry is intended to encompass the project manager and/or superintendent who will be engaged on a daily basis in directing performance of the Work.

Over 7 years working as a police civilian, Learning many facets of the law. Over 22 years working in the security industry. Over 8 years as a licensed private investigator, with extensive background training.

QUALIFICATIONS — SIMILAR PROJECTS

Include this form in the response

Respondent (or a combination of the firm, individual, or project manager assigned to the work) must have successfully completed three projects of a similar nature (providing unarmed security guard services) in the past three years. Each project shall have had an annual project value of at least \$75,000.

Completed Project 1:Agency/company: Hawthorn Group (Winter Springs Retirement)Current contact person at agency/company: Leanne LewisTelephone: 407-542-5314 E-mail: llewis@hawthorncg.comAddress of Project completed: 80 Michael Blake BLVD Winter Springs FL 32708Total annual value of this Project: \$ 117,619.00Start date: 04/2020 Completion date: 08/2021
(month/year) (month/year)

Description of work involving unarmed security guard services for this company:

Monitor and patrol the premises. Sign visitors in/out. Challenge unauthorized persons, and
notify law enforcement if the need arises. Maintain a daily activity report for the client.

Name(s) of assigned personnel:Respondent's Project manager: Craig LewisOthers: Various security staff**Completed Project 2:**Agency/company: Wharton Smith INCCurrent contact person at agency/company: David RomeroTelephone: 407/321/8410 E-mail: dromero@whartonsmith.comAddress of Project completed: 4700 Jason Dwelley PKwy Apopka FL 32712Total annual value of this Project: \$ 96,344Start date: 08/2021 Completion date: 08/2022
(month/year) (month/year)

Description of work involving unarmed security guard services for this company:

Access control, monitor the premises for unauthorized persons/trespassers. Patrol the property via
foot and mobile patrol. Maintain a digital daily activity report. Make rounds regularly, scanning the QR
code check points and taking photos when required.

Name(s) of assigned personnel:Respondent's Project manager: David RomeroOthers: Various security staff

QUALIFICATIONS. — SIMILAR PROJECTS (continued)

Include this form in the response

Completed Project 3:Agency/company: Wharton Smith IncCurrent contact person at agency/company: Jon SparksTelephone: 407/321/8410 E-mail: jsparks@whartonsmith.comAddress of Project completed: 2010 Ocoee Apopka Road Ocoee FLTotal annual value of this Project: \$ 105,239Start date: 04/2023 Completion date: 03/2024
(month/year) (month/year)Description of work involving unarmed security guard services for this company:
Partner with Local Law enforcement, Provide mobile/foot patrol and access control**Name(s) of assigned personnel:**Respondent's Project manager: Jon SparksOthers: Various staff

QUALIFICATIONS — CLIENT REFERENCE

Include this form in the response

Respondent must provide three client references. At least two of the client references must be from the similar projects listed in response to QUALIFICATIONS. — SIMILAR PROJECTS. No more than one of the client references may be from similar work successfully completed for the District. If a successfully completed project for the District is cited, do not request a letter from District staff.

Client Reference 1:Agency/company: Wharton Smith IncCurrent contact person at agency/company: Jon SparksTelephone: 407-321-8410 E-mail: jsparks@whartonsmith.comAgency/Company Address: 750 Monroe Rd Sanford FL 32771Name of project: Orange Technical College -East CampusDescription: Provide mobile/foot patrol, access control.Project value: \$105,239 + Project manager: Jon Sparks**Client Reference 2:**Agency/company: Wharton Smith IncCurrent contact person at agency/company: David RomeroTelephone: 407-321-8410 E-mail: dromero@whartonsmith.comAgency/Company Address: 750 Monroe Rd Sanford FL 32771Name of project: Kelley Park SchoolDescription: Provide security foot/mobile patrols and access control.Project value: \$96,344+ Project manager: David Romero**Client Reference 3:**Agency/company: Millenia PartnersCurrent contact person at agency/company: Brittany MorrisonTelephone: 727-255-3169 E-mail: gcm-ar@millenia-partners.comAgency/Company Address: 4104 Millenia Blvd Suite 100 Orlando FL 32839Description and types of aerial herbicide application work performed: Building/Office SecurityPartner with Law enforcement for various properties . Respond to calls for service to includeArmed and unarmed mobile/foot patrol of medical offices and business offices, behavioral health facilities.Project value: NA Project manager: Multiple- Not one specific



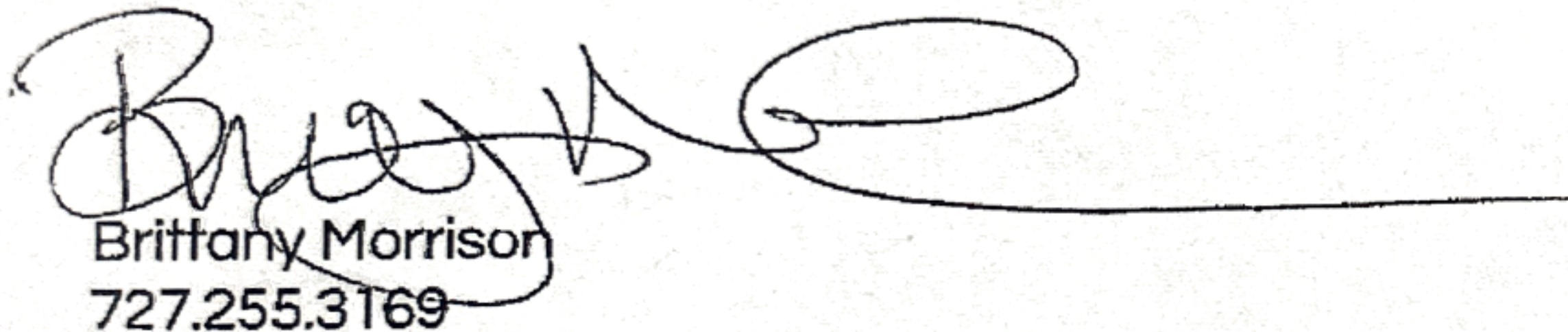
May 17, 2023

To whom it may concern,

We have been delighted to partner with Hollenbeck protective services since early 2021. Dustin and his team have always been there in time of need, going above and beyond by providing a safe and secure environment. The Hollenbeck team is friendly, and warm welcoming. When incidents arise they respond with a sense of urgency and handle them with care and professionalism. We have been pleased with the services provided. We highly recommend Hollenbeck security services to our clients, business partners, and anyone looking for security services.

Please feel free to contact me if you have any questions.

Thank you



Brittany Morrison

727.255.3169

Gcm-ar@millenia-partners.com



May 15, 2023

David Romero – Senior Project Manager
DRomero@whartonsmith.com
Wharton-Smith, Inc.
750 Monroe Road
Sanford, FL 32771
Phone: (407) 417-3253

To Whom It May Concern:

This letter of recommendation is for Hollenbeck Investigations LLC & Hollenbeck Protective Services ("Hollenbeck Services") and their exceptional performance for the work they completed for Wharton Smith Inc. at the both the Kelly Park School and the Orange Technical College – West Campus Projects for the Orange County Public School Board. On both projects, Hollenbeck Services provided overnight and weekend security patrol services and did an exceptional job for both projects. Dustin Hollenbeck and his team are all extremely professional and thorough in their work, constantly keeping eye on our project sites and keeping myself and my team well informed of any and all incidents. Prior to starting security services, Dustin visited the sites to gather as much information on the conditions as possible and put together a customized patrol plan and route to ensure a successful and secure project site.

I have no reservations recommending Hollenbeck Services for future work, and their commitment to a project is exceptional. Please don't hesitate to call me for any questions.

David Romero – Senior Project Manager
DRomero@whartonsmith.com
Phone: (407) 417-3253

DRUG-FREE WORKPLACE FORM

This form required only in the event of a tie response

The Respondent, (business name) Hollenbeck Investigations LLC, in accordance with §287.087, Fla. Stat., hereby certifies that Respondent does the following:

1. Informs 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
2. Publishes a statement notifying employees that
 - a. 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 its employees for violations of such prohibition.
 - b. as a condition of working on the contractual services that are the subject of this solicitation, 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, Fla. Stat., or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five days after such conviction.
3. Gives each employee engaged in providing the contractual services that are the subject of this solicitation a copy of the statement specified in paragraph 2, above.
4. Imposes 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 convicted of a violation listed in sub-paragraph 2.b., above.
5. Makes a good faith effort to continue to maintain a drug-free workplace through implementation of §287.087, Fla. Stat.

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

By: _____

Title: President & CEO

Date: 11/10/2023