
Response Package: RFP Event #216-0

Prepared For: City of Fort Lauderdale

Prepared By: Martin Kallen
1360 NW 100th Ave
Coral Springs, Florida 33071
(954) 931-0035
mk@ftstars.com

Date: February 18, 2024

RFP# RFP Event #216-0



**Gymnastics Program Instruction
RFP #216-0**

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Executive Summary

Fort Lauderdale Stars, Inc. is owned and operated by Martin Kallen (CEO) & Laura A. Kallen (Secretary). 27 Years - State of Florida Articles of Incorporation S-Corp # 65-0692630. We operate at the Holiday Park Activity Center * 730 North Federal Hwy * Fort Lauderdale * Florida * 33304

I (Martin Kallen) began with the City of Fort Lauderdale's Parks & Recreation Department in 1994 as a Programmer I and then contracted services under Fort Lauderdale Stars, Inc. from 1996 to Oct 2014. Awarded RFP Bid #545-11445 for Oct 2014 for five years. I have been serving yearly service agreements to date. We have had 27 years of successfully serving the City of Fort Lauderdale and its residents. We cater to up to 6000 students annually, providing a complete recreational and competitive gymnastics academy. At Fort Lauderdale Stars, we believe in and strive to help all individuals reach their full potential during the time they are with us. We offer it all, whether you're seeking recreational activities, fitness programs, or highly competitive teams. Our ultimate aim is to empower every child to shine as a star within themselves. You can learn more about us by visiting our website at www.ftstars.com.

Experience and Qualifications

Martin Kallen, CEO of Fort Lauderdale Stars Gymnastics

I have 38 years of combined experience in the field of gymnastics. I am actively involved in instructing all levels of gymnastics, up to USAG Level 10. I possess complete knowledge and actively coach all classes through optional levels up to Level 10. I am actively and currently with USA Gymnastics (the governing body of gymnastics in the USA) as a Competitive Coach, Meet Director, Owner/Manager Director/Recreational Coach/Professional Photographer.

I currently serve on the Florida USA Gymnastics Board for 17 years and Web Master.

Member of USA Gymnastics, United States Elite Coaching Assoc., AAU Florida

Membership - Certificates - all current & active
(certificates attached; see table of contents)

Meet Director, 15 years of providing gymnastics meet competitions in-house yearly.

Safety & Risk Management Fundamentals of Gymnastics Instruction

Safe Sport Trained Tough Coaching/Emotional Abuse

Women's Meet Director Understanding Safety & Response Policy

Florida State Clinician.

Experience and Qualifications (continued)

Laura A. Kallen - Secretary of Corporation - Facility & Team Director- 30 years of hands-on experience as a competitive dancer & gymnast. She is currently the Facility & Team Director of Operations for the past twenty years. Her expertise ranges from all levels of dance, recreational gymnastics, and competitive gymnastics. Laura oversees all operations of class & team programs with Martin Kallen. Design and implement progression levels into class programs and for upper-level development and team classes.

- USAG (USA Gymnastics)
 - 24 Years Member
 - 24 Years Safety Certified
 - 12 Years Skill Evaluator
 - 12 Years U100 (New Adopted Criteria replacing the Skill Evaluator)
- AAU Florida Gold
 - 17 Years

Membership - Certificates - all current & active
(certificates attached; see table of contents)

Staff and Supporting Employees

The staff of Fort Lauderdale Stars comprises more than 20 employees, all of whom undergo background checks and possess the necessary certifications for their respective levels of expertise. Our team comprises experienced coaches, judges, former gymnasts, and cheerleaders, along with a dedicated staff with years of experience. You can trust that you are in good hands with our staff.

Background Checks/Safe Sport

All staff at Fort Lauderdale Stars undergo background checks through the City of Fort Lauderdale. In addition to industry standards set by USA Gymnastics, we also follow a stringent code of ethics and undergo background checks through the US Center for SafeSport adopted through the USA youth recreational & professional sorts.

[USA Gymnastics Safe Sport Policy \(link\)](#)

[US Center for SafeSport \(link\)](#)

Approach to Scope of Work

Our approach and concepts are simple and highly effective, requiring minimal effort. At Fort Lauderdale Stars, we pride ourselves on running our operations with the utmost professionalism and a methodical approach. Our management structure is highly systematized and departmentalized, allowing us to increase efficiency, organization, and accountability. We operate with a strict hierarchy of management positions that oversee every aspect of day-to-day procedures, including the owners full-time.

Gymnastics School Management - iClass Pro Business Software
Payroll & Human Resources - ADP
Employee Time Clock - HomeBase
ProShop/POS/PCI Compliance - Bank of America Clover

We understand the needs, goals, and objectives of the city. Our gymnastics program is designed to cater to all residents, from toddlers to highly advanced athletes, and we offer a variety of programs to suit all levels and demographics. Our school provides a fully developmental, recreational, and competitive environment for gymnasts of all ages and abilities. At Fort Lauderdale Stars, everyone has a place in our program. We offer a full and complete range of classes, camps, group, private instruction for all levels.

For the past few years, we have provided free Cheerleading Tumbling Programs to Croissant and Cater Park for the City of Fort Lauderdale. We take pride in assisting and witnessing the contributions to the community and Parks and Recreation Department.

We are dedicated to providing exceptional services, ranging from our classes to our customer support. Our gymnastics program is comprehensive and offers more than 80 classes per week, catering to all skill levels. We serve over 6,000 students and families throughout Fort Lauderdale and the surrounding cities. With our expertise and reputation, we have attracted families from other cities who travel to Fort Lauderdale Stars to participate in our program. We exceed the minimum qualifications by a significant margin and have been demonstrating it for nearly 30 years at the Holiday Park Activity Center. Our program has grown steadily every year, and it has also proven to be resilient during the Covid pandemic.

Our years of service have earned us a strong reputation within the community. Our esteemed clientele includes past City Commissioners, Hollywood actors, current and former head coaches of the Miami Dolphins, several professional athletes, and even the current CEO of the Florida Panthers. We take pride in the trust they have placed in our expertise for their children.

Our online registration system, iClassPro, allows you to register for all classes easily. You can also keep track of class openings in real time on our user-friendly website. All transactions are securely processed online and comply with the latest PCI standards. We use top industry standards for monitoring, firewalls, and safeguarding personal and financial data.

Our staff is exceptional - experienced, encouraging, knowledgeable, caring, and dedicated to instilling our philosophy.

They are all trained in First Aid/CPR and AED.

Our owners work 40 hours a week, and we offer year-round programming with management staff and program leaders for all classes and programs.

We set yearly, monthly, weekly, and daily goals for ourselves and our clients.

We have a comprehensive class curriculum, tasks, and skill progressions.

Our facility is always clean and sanitary.

We also have a fully stocked pro shop offering gymnastics merchandise, healthy snacks, and drinks for all clientele.

Gymnastics & Office Equipment

For the past 28 years, we have operated successfully at the Holiday Park Activity Center. We take pride in owning an extensive list of equipment we can provide upon request. Our equipment is valued at over \$200,000, and we have ensured that none is under debt. All our assets are 100% owned and paid for, ensuring we are financially stable and secure. We have exceeded your minimum requirement for equipment provision, and we encourage you to visit our facility personally to comprehend the magnitude of our inventory fully. Of course a list can be provided if needed.

Classes to be Offered

Our program offers classes and camps throughout the year, divided into two seasons: school-year classes and summer camps. We provide a variety of classes for different ages and skill levels, including toddlers, preschoolers, recreational groups for both girls and boys, pre-teams, accelerated pre-teams, competitive teams, private and group lessons, open gyms, athletic consulting, and opportunities for athletes to participate in gymnastics competitions.

Additionally, we offer services for parties, school groups, cheer tumbling for the City of Fort Lauderdale cheerleading at Carter and Croissant Park, and gymnastics competitions (In House and through the US).

I'm happy to say that this March 2024 marks the 15th consecutive annual Rock SuperStar Invitational gymnastics meet at the Holiday Park Activity Center. As an organization, we are confident in our ability to host the event next year at the War Memorial which is in the works. This highly-anticipated event annually attracts over 550 athletes with their families from across Florida to compete at the Holiday Park Activity Center for a 3 day competiion. We are proud to be a significant contributor to the city's growth and sustainability, as this event helps bring consumers to the city's industries of travel, hotels, and shops.

Closing

We would like to express our sincere gratitude for considering our bid for this project. We are thrilled to have the opportunity to showcase our skills and expertise once again. Our team is confident that we are the most qualified and experienced to handle this endeavor. We have proved year after year under your facilities roof we got this!

We fully comprehend the importance of this project and its significant impact on the City of Fort Lauderdale. Our commitment to delivering exceptional results within the agreed timeframe is unwavering. Our team is composed of highly skilled professionals who have a proven track record of success in executing programs and events of various sizes and complexities. We are thrilled at the prospect of working with you and are confident that our team will surpass your expectations, as we have done every year for the past 28 years. Our extensive experience and proven success are a testament to our unwavering confidence in our ability to deliver. Thank you again for the opportunity to submit our bid, and we eagerly anticipate your response.

2024 FLORIDA PROFIT CORPORATION ANNUAL REPORT

DOCUMENT# P96000077030

Entity Name: FORT LAUDERDALE STARS, INC.

Current Principal Place of Business:

730 N FEDERAL HWY
FORT LAUDERDALE, FL 33304

Current Mailing Address:

730 N FEDERAL HWY
FORT LAUDERDALE, FL 33304 US

FEI Number: 65-0692630

Certificate of Status Desired: No

Name and Address of Current Registered Agent:

KALLEN, MARTIN
1360 NW 100TH AVE
CORAL SPRINGS, FL 33071 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

Officer/Director Detail :

Title PD
Name KALLEN, MARTIN
Address 1360 NW 100TH AVE
City-State-Zip: CORAL SPRINGS FL 33071

Title S
Name KALLEN, LAURA A
Address 1360 NW 100TH AVE
City-State-Zip: CORAL SPRINGS FL 33071

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 an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 607, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.

SIGNATURE: KALLEN, MARTIN

CEO

01/19/2024

Electronic Signature of Signing Officer/Director Detail

Date



FORTLAU-02

WMARTIN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/30/2023

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

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

PRODUCER AICC, LLC dba Athletics ICC Insurance Services 1760 Market Street Suite 401 Philadelphia, PA 19103	CONTACT NAME: PHONE (A/C, No, Ext): (717) 371-1868 FAX (A/C, No): E-MAIL ADDRESS: wmartin@athleticsicc.com	
	INSURER(S) AFFORDING COVERAGE NAIC #	
INSURED Fort Lauderdale Stars, Inc. 730 N Federal Hwy Fort Lauderdale, FL 33304-2733	INSURER A : State National Insurance Company Inc	
	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> SML 25,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:			OVE-0000264-01	12/1/2023	12/1/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 NOHA \$ 1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

CERTIFICATE HOLDER Proof of Insurance	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

Toni Rand, Florida State Administrator

Florida USA Gymnastics
7957 Steeplechase Ct
Port St Lucie, FL 34986
AmTwist@aol.com



RE: Marty Kallen

To: City of Fort Lauderdale

I have known Marty Kallen for more than 35 years, and I am well aware of his excellent work and service to the Florida gymnastics community. Marty is a professional member of USA Gymnastics and runs a flourishing program that competes within the USAG Florida program. Moreover, he is a member of the Florida USA Gymnastics State Committee, which establishes policies and rules for the Florida USA Gymnastics program. The committee is an elected group of 15 members from the State of Florida, and I am honored to serve as its Chair. Additionally, Marty created and maintains the Florida website for Florida USA Gymnastics.

I have personally witnessed Marty's exceptional leadership skills. As a coach, he is a world-class gymnastics technician, leading his team of athletes to victory in competition after competition. As a club owner, Marty sets a great example for his staff and other coaches in the community. Their commitment to safety and expertise is unmatched.

Marty Kallen is an exceptional individual whose talents and skills make him an invaluable asset to any organization, municipality, or group. His expertise and experience in various domains enable him to bring a unique perspective to any project he undertakes. Marty's ability to work collaboratively with others and share his knowledge helps to raise the standard of excellence for everyone involved. His dedication to quality and attention to detail ensures that projects are completed with maximum efficiency and effectiveness. Overall, Marty Kallen is a remarkable professional whose contributions positively impact the individuals and organizations with whom he works.

Marty is a distinguished member of the USA Gymnastics community in Florida, and his contributions to the state are greatly appreciated. His service has been invaluable, and his dedication to his work is commendable.

If you have any questions or need any additional information, please feel free to contact me.

Sincerely,

Toni Rand
Florida State Administration Chairman
Florida USAG
www.usagfl.org
954-328-6227 Cell phone

March 3, 2024

To Whom It May Concern,

Fort Lauderdale Stars Gymnastics is a highly respected facility in Florida. Every time coaches and judges visit the gym, it is evident that Marty Kallen and his staff are doing an incredible job at cultivating the growth and development of the children attending the gym. The athletes are enthusiastic to be there, learning and excelling at a challenging sport. The staff members are knowledgeable and enthusiastic. Judges statewide look forward to attending Marty's annual gymnastics competition because we know it will be a well-organized, enjoyable event that the athletes, parents, coaches, and judges will cherish for years. Marty is highly admired for his dedication to the sport and numerous positive contributions to the gymnastics community.

Sincerely,

Victoria Kramer

Gymnastics Judge,

National Association of Women's Gymnastics Judges, Inc.



Martin Kallen

has completed the certificate program for:

U101: Safety & Risk Management

Expiration: 07/31/2026

We congratulate you
on this fine accomplishment.





Martin Kallen

has completed the certificate program for:

U112: Tough Coaching or Emotional Abuse: Knowing When the Line Has Been Crossed

Issued: 09/23/2021

We congratulate you
on this fine accomplishment.





Martin Kallen

has completed the certificate program for:

U113: Understanding Safety and Response Policy

Issued: 08/24/2021

We congratulate you
on this fine accomplishment.





Martin Kallen

has completed the certificate program for:

USA Gymnastics University: Instructor

Issued: 07/16/2013

We congratulate you
on this fine accomplishment.





Martin Kallen

has completed the certificate program for:

School of Competitive: Women's Artistic Gymnastics: JO Team Coach

Issued: 09/17/2014

We congratulate you
on this fine accomplishment.





Martin Kallen

has completed the certificate program for:

W202: Womens Meet Director

Issued: 01/14/2015

We congratulate you
on this fine accomplishment.





U.S. CENTER FOR
SAFESPORT™
TRAINED

This document provides confirmation that the individual whose name appears below has successfully completed the U.S. Center for SafeSport Core Training and is considered U.S. Center for SafeSport trained.

Name:

Martin Kallen

Valid through:

07/31/2024



This confirmation of U.S. Center for SafeSport Core Course completion and "U.S. Center for SafeSport trained" status is provided per direct authorization of the U.S. Center for SafeSport and recognizes that the individual named above has successfully completed the U.S. Center for Safe Sport Core course to the satisfaction of the criteria of the U.S. Center of SafeSport. Verification for this completion and status is provided by the U.S. Center for SafeSport. Verification is required as a condition of membership for all USA Gymnastics adult members. This verification is not and should not be used for – or considered – a certificate or as an indication that the individual is certified.



Laura Amy Kallen

has completed the certificate program for:

U101: Safety & Risk Management

Expiration: 07/31/2026

We congratulate you
on this fine accomplishment.





Laura Amy Kallen

has completed the certificate program for:

U112: Tough Coaching or Emotional Abuse: Knowing When the Line Has Been Crossed

Issued: 10/25/2021

We congratulate you
on this fine accomplishment.





Laura Amy Kallen

has completed the certificate program for:

U113: Understanding Safety and Response Policy

Issued: 08/24/2021

We congratulate you
on this fine accomplishment.





Laura Amy Kallen

has completed the certificate program for:

USA Gymnastics University: Instructor

Issued: 07/16/2013

We congratulate you
on this fine accomplishment.





U.S. CENTER FOR
SAFESPORT™
TRAINED

This document provides confirmation that the individual whose name appears below has successfully completed the U.S. Center for SafeSport Core Training and is considered U.S. Center for SafeSport trained.

Name:

Laura Amy Kallen

Valid through:

07/31/2024



This confirmation of U.S. Center for SafeSport Core Course completion and "U.S. Center for SafeSport trained" status is provided per direct authorization of the U.S. Center for SafeSport and recognizes that the individual named above has successfully completed the U.S. Center for Safe Sport Core course to the satisfaction of the criteria of the U.S. Center of SafeSport. Verification for this completion and status is provided by the U.S. Center for SafeSport. Verification is required as a condition of membership for all USA Gymnastics adult members. This verification is not and should not be used for – or considered – a certificate or as an indication that the individual is certified.

Line Responses For Event # 216-1

Company: 10

Event #: 216-1

Event Name: Gymnastics Program
Instruction at Holiday Park

Supplier Group: COFL

Supplier: 2853

Supplier Name: Fort Lauderdale Stars, Inc.

Supplier Contact: 1

Supplier Contact Name: Martin Kallen

Line Responses

Line #	Item	Description	Vendor Item	Vendor Item Description	Line Quantity	Response Quantity	Unit of Measure	Unit Price	No Bid	No Bid Reason	Response Exists	Questions Exist	Is Awarded
*1	GYMNASTICS INSTRUCTION	Gymnastics Instruction Services - \$14,000 minimum	GYMNASTICS INSTRUCTION	Gymnastics Instruction Services	12.0000	12.0000	MO	14,000.00000 000	No	No	Yes	No	No
*2	PERCENTAGE CONCESSION RECEIPTS	PERCENTAGE OF CONCESSION RECEIPTS - 10% MINIMUM	PERCENTAGE CONCESSION RECEIPTS	PERCENTAGE OF CONCESSION RECEIPTS - 10% MINIMUM	1.0000	1.0000	PT	1.00000000	No	No	Yes	No	No

From: [MKs Exchange Server](#)
To: [Heather Rose](#)
Subject: [EXTERNAL:CAUTION!]- Re: Event 216, Fort Lauderdale Stars Gymnastics
Date: Wednesday, May 1, 2024 2:50:06 PM

**[::CAUTION!:] This email originated from *outside* The City of Fort Lauderdale.
Do Not Reply, click links, or open attachments from an unknown or suspicious origin. Confirm the email address is from an expected source before taking action.
Report any suspicious emails to spamadmin@fortlauderdale.gov**

Hi Heather,

It is supposed to be 10%.

Sincerely,

Marty Kallen, CEO

Fort Lauderdale Stars Gymnastics
730 North Federal Highway
Fort Lauderdale, Florida 33304
(954) 530-0168

On May 1, 2024, at 2:09 PM, Heather Rose <hrose@fortlauderdale.gov> wrote:

Good afternoon,

On your line response, you entered '1' as the unit price /percentage for the percentage of concession receipts. Does the '1' reflect 1% that your company proposes to pay the City (of your gross product concession receipts, net of sales tax)?

Heather Rose |Senior Procurement Specialist
City of Fort Lauderdale – Procurement Services Division
P. 954-828-5142 | hrose@fortlauderdale.gov

<image001.jpg>

Integrity – Compassion – Accountability – Respect – Excellence

PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from city officials regarding City business are public records available to the public and media upon request. Your e-mail communications may be subject to public disclosure.

ARE YOU <image002.png> **COMPETING FOR CITY BUSINESS? [CLICK HERE TO REGISTER IN OUR NEW PROCUREMENT SOFTWARE SYSTEM.](#)**

From: Heather Rose

Sent: Friday, April 19, 2024 12:04 PM

To: MKs Exchange Server <mk@ftstars.com>

Subject: RE: Event 216, Fort Lauderdale Stars Gymnastics

Thank you. I will be in touch.

Heather Rose |Senior Procurement Specialist
City of Fort Lauderdale – Procurement Services Division
P. 954-828-5142 | hrose@fortlauderdale.gov

<image001.jpg>

Integrity – Compassion – Accountability – Respect – Excellence

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ARE YOU <image002.png> **COMPETING FOR CITY BUSINESS? [CLICK HERE TO REGISTER IN OUR NEW PROCUREMENT SOFTWARE SYSTEM.](#)**

From: MKs Exchange Server <mk@ftstars.com>



NON-COLLUSION STATEMENT

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,


3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g., ownership of five (5) percent or more).

3.4. Immediate family members (spouse, parents, and children) are also prohibited from contracting with the City subject to the same general rules.

Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.

<u>NAME</u>	<u>RELATIONSHIPS</u>
_____ NONE _____	_____
_____ N/A _____	_____ N/A _____
_____	_____
_____	_____

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.



 Authorized Signature

 Title

 Name (Printed)

 Date



**CONTRACTOR'S CERTIFICATE OF COMPLIANCE WITH
NON-DISCRIMINATION PROVISIONS OF THE CONTRACT**

The completed and signed form should be returned with the Contractor's submittal. If not provided with submittal, the Contractor must submit within three business days of City's request. Contractor may be deemed non-responsive for failure to fully comply within stated timeframes.

Pursuant to City Ordinance Sec. 2-17(a)(i)(ii), bidders must certify compliance with the Non-Discrimination provision of the ordinance.

- A. Contractors doing business with the City shall not discriminate against their employees based on the employee's race, color, religion, gender (including identity or expression), marital status, sexual orientation, national origin, age, disability, or any other protected classification as defined by applicable law.

Contracts. Every Contract exceeding \$100,000, or otherwise exempt from this section shall contain language that obligates the Contractor to comply with the applicable provisions of this section.

The Contract shall include provisions for the following:

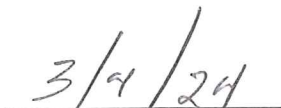
- (i) The Contractor certifies and represents that it will comply with this section during the entire term of the contract.
- (ii) The failure of the Contractor to comply with this section shall be deemed to be a material breach of the contract, entitling the City to pursue any remedy stated below or any remedy provided under applicable law.



Authorized Signature



Print Name and Title



Date

E-VERIFY AFFIRMATION STATEMENT

RFP/Bid /Contract No: Event # 216-0

Project Description: Gymnastics Instruction Services

Contractor/Proposer/Bidder acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of,

- (a) all persons employed by Contractor/Proposer/Bidder to perform employment duties within Florida during the term of the Contract, and,
- (b) all persons (including subcontractors/vendors) assigned by Contractor/Proposer/Bidder to perform work pursuant to the Contract.

The Contractor/Proposer/Bidder acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the Contract is a condition of the Contract.

Contractor/Proposer/ Bidder Company Name: Fort Lauderdale Stars, Inc.

Authorized Company Person's Signature: 

Authorized Company Person's Title: CEO

Date: 3/9/24

AFFIDAVIT OF COMPLIANCE WITH FOREIGN ENTITY LAWS
(Florida Statute- §287.138, 692.201, 692.202, 692.203, and 692.204)

The undersigned, on behalf of the entity listed below ("Entity"), hereby attests under penalty of perjury as follows:

1. Entity is not owned by the government of a foreign country of concern as defined in Section 287.138, Florida Statutes. (Source:§ 287.138(2)(a), Florida Statutes)
2. The government of a foreign country of concern does not have a controlling interest in Entity. (Source:§ 287.138(2)(b), Florida Statutes)
3. Entity is not organized under the laws of, and does not have a principal place of business in, a foreign country of concern. (Source: § 287.138(2)(c), Florida Statutes)
4. Entity is not owned or controlled by the government of a foreign country of concern, as defined in Section 692.201, Florida Statutes. (Source:§ 288.007(2), Florida Statutes)
5. Entity is not a partnership, association, corporation, organization, or other combination of persons organized under the laws of or having its principal place of business in a foreign country of concern, as defined in Section 692.201, Florida Statutes, or a subsidiary of such entity. (Source: § 288.007(2), Florida Statutes)
6. Entity is not a foreign principal, as defined in Section 692.201, Florida Statutes. (Source: § 692.202(5)(a)(l), Florida Statutes)
7. Entity is in compliance with all applicable requirements of Sections 692.202, 692.203, and 692.204, Florida Statutes.
8. **(Only applicable if purchasing real property)** Entity is not a foreign principal prohibited from purchasing the subject real property. Entity is either (a) not a person or entity described in Section 692.204(1)(a), Florida Statutes, or (b) authorized under Section 692.204(2), Florida Statutes, to purchase the subject property. Entity is in compliance with the requirements of Section 692.204, Florida Statutes. (Source:§§ 692.203(6)(a), 692.204(6)(a), Florida Statutes)
9. The undersigned is authorized to execute this affidavit on behalf of Entity.

Name: Martin Kallen Title: CEO Entity: Fort Lauderdale Stars, Inc.

Signature: *M. Kallen* Date: 3/4/24

NOTARY PUBLIC ACKNOWLEDGEMENT SECTION

STATE OF Florida
COUNTY OF Broward

The foregoing instrument was acknowledged before me, by means of physical presence or online notarization, this 4th day of March 2024, by Martin Kallen, as CEO for Fort Lauderdale Stars, Inc., who is personally known to me or who has produced _____ as identification.

Notary Public Signature: *Johanna Shields*
Print Name: Johanna Shields

(Notary Seal) 
My commission expires: _____

CITY OF FORT LAUDERDALE BID/PROPOSAL CERTIFICATION

Please Note: It is the sole responsibility of the bidder/proposer to ensure that their response is submitted electronically through the [City's on-line strategic sourcing platform](#) prior to the bid opening date and time listed. Paper bid submittals will not be accepted. All fields below must be completed. If the field does not apply to you, please note N/A in that field.

If you are a foreign corporation, you may be required to obtain a certificate of authority from the department of state, in accordance with Florida Statute §607.1501 (visit <http://www.dos.state.fl.us/>).

Company: (Legal Registration) Fort Lauderdale Stars, Inc. EIN (Optional): 65-0692630

Address: 1360 NW 100th Ave

City: Coral Springs State: FL Zip: 33071

Telephone No.: (954) 931-0035 FAX No.: _____ Email: mk@ftstars.com

Delivery: Calendar days after receipt of Purchase Order (section 1.02 of General Conditions): NA

Total Bid Discount (section 1.05 of General Conditions): NA

Check box if your firm qualifies for DBE (section 1.09 of General Conditions):

ADDENDUM ACKNOWLEDGEMENT - Proposer acknowledges that the following addenda have been received and are included in the proposal:

<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>	<u>Addendum No.</u>	<u>Date Issued</u>
_____	_____	_____	_____	_____	_____	_____	_____
<u>NA</u>	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____

VARIANCES: If you take exception or have variances to any term, condition, specification, scope of service, or requirement in this competitive solicitation you must specify such exception or variance in the space provided below or reference in the space provided below all variances contained on other pages within your response. Additional pages may be attached if necessary. No exceptions or variances will be deemed to be part of the response submitted unless such is listed and contained in the space provided below. The City does not, by virtue of submitting a variance, necessarily accept any variances. If no statement is contained in the below space, it is hereby implied that your response is in full compliance with this competitive solicitation. If you do not have variances, simply mark N/A.

NA

The below signatory hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid/proposal. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal, I will accept a contract if approved by the City and such acceptance covers all terms, conditions, and specifications of this bid/proposal. The below signatory also hereby agrees, by virtue of submitting or attempting to submit a response, that in no event shall the City's liability for respondent's direct, indirect, incidental, consequential, special or exemplary damages, expenses, or lost profits arising out of this competitive solicitation process, including but not limited to public advertisement, bid conferences, site visits, evaluations, oral presentations, or award proceedings exceed the amount of Five Hundred Dollars (\$500.00). This limitation shall not apply to claims arising under any provision of indemnification or the City's protest ordinance contained in this competitive solicitation.

Submitted by: MARTIN KALLEN

Name (printed)

Date: 3/4/24

[Signature]

Signature

Title: CEO



REFERENCES

A minimum of three (3) references shall be provided. It is the responsibility of the Bidder/ Proposer to ensure that the information provided is accurate and current. The City may find your firm non-responsive for providing wrong and or outdated information. Additional references may be provided on a separate page.

Company Name: City of Fort LAUDERDALE
 Address: 100 N. ANDREWS AVE
 Contact Person: Loften ALEXANDER
 Title: COMMUNITY PROGRAM MANAGER
 Phone #: 954-828-7108
 Email: lalexander@fortlauderdale.gov
 Contract Value: \$156,000.00
 Year(s): 10 YEARS
 Description: RFP # 545-11445

Company Name: _____
 Address: _____
 Contact Person: _____
 Title: _____
 Phone #: _____
 Email: _____
 Contract Value: _____
 Year(s): _____
 Description: _____

Company Name: _____
 Address: _____
 Contact Person: _____
 Title: _____
 Phone #: _____
 Email: _____
 Contract Value: _____
 Year(s): _____
 Description: _____