

CONTRACT SUMMARY

CITY OF FORT LAUDERDALE
PROCUREMENT SERVICES DEPARTMENT

Period Covered:
3/23/11 – 3/22/13

Contract No.:
115-10708

Master Blanket:
N/A

Awarded Vendor:

Melvin James Perc d/b/a MJ Enterprises
2436 Andros Lane
Fort Lauderdale, FL 33312

Attn: Melvin James Perc, Owner
954-907-6259

Email: butchson11@netzero.net

Insurance Coverage Required: Yes No
Extension Options: Yes No Years: 2, 1 year extensions

CAFETERIA CONCESSION SERVICES – POLICE DEPARTMENT

Annual Concession Fee \$4,500

\$ 375.00 paid monthly

Department Contract Co-Ordinator: Lt. Wade Brabble, Police, (954) 828-5659

Procurement Specialist: Michael F. Walker, CPPB, A.P.P., FCPM, FCPA

THIS AGREEMENT, made and entered into this 27th day of Apr., 2011, is by and between the City of Fort Lauderdale, a Florida municipality, ("City"), whose address is 100 North Andrews Avenue, Fort Lauderdale, FL 33301-1016, and Melvin James Perc d/b/a MJ Enterprises, a Florida corporation ("Contractor" or "Company"), whose address and phone are 2436 Andros Lane, Fort Lauderdale, FL 33312, Phone 954-907-6259, Email: butchson11@netzero.net

WHEREAS, the City issued Request for Proposal Number 115-10708 ("RFP"), and the Contractor submitted a bid in response to the RFP; and

WHEREAS, on March 23, 2011, the Director of Procurement Services of the City of Fort Lauderdale, as designee of the City Manager, approved an agreement with Contractor for the goods or services described in the RFP pursuant to Section 2-182 of the Code of Ordinances of the City of Fort Lauderdale, Florida;

NOW, THEREFORE, for and in consideration of the mutual promises and covenants set forth herein and other good and valuable consideration, the City and the Contractor covenant and agree as follows:

1. The Contractor agrees to provide to the City cafeteria concession services at the Police Department in accordance with and in strict compliance with the specifications, terms, conditions, and requirements set forth in the RFP and any and all addenda thereto beginning March 23, 2011 and ending March 22, 2013.

2. This contract form G-110 Rev. 01/10, the RFP, any and all addenda to the RFP, and the Contractor's proposal in response to the RFP, are integral parts of this Contract, and are incorporated herein.

3. In the event of conflict between or among the contract documents, the order of priority shall be as follows:

- First, this contract form, G-110 Rev. 01/10;
- Second, any and all addenda to the City's RFP in reverse chronological order;
- Third, the RFP;
- Fourth, the Contractor's response to any addendum requiring a response;
- Fifth, the Contractor's response to the RFP.

4. The Company warrants that the goods and services supplied to the City pursuant to this Contract shall at all times fully conform to the specifications set forth in the RFP and be of the highest quality. In the event the City, in the City's sole discretion, determines that any product or service supplied pursuant to this Contract is defective or does not conform to the specifications set forth in the RFP the City reserves the right unilaterally to cancel an order or cancel this Contract upon written notice to the Contractor, and reduce commensurately any amount of money due the Contractor.

5. The Contractor shall not present any invoice to the City that includes sales tax (85-8012514506C-7) or federal excise tax (59-6000319).

6. Contractor shall direct all invoices in duplicate for payment to Finance Department, City of Fort Lauderdale, 100 N. Andrews Avenue, 6th Floor, Fort Lauderdale, FL 33301. Any applicable discount MUST appear on the invoice.

IN WITNESS WHEREOF, the City and the Contractor execute this Contract as follows:

CITY OF FORT LAUDERDALE

By: [Signature]
Director of Procurement Services

ATTEST

CONTRACTOR

By: _____

By: [Signature]

Print Name: _____

Print Name: Melvin James Perc

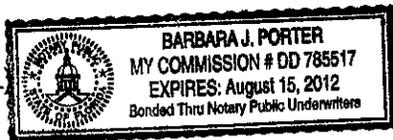
Title: Owner/Operator

(CORPORATE SEAL)

STATE OF Florida
COUNTY OF Broward

The foregoing instrument was acknowledged before me this 6 day of April, 2011, by Melvin James Perc as owner of Melvin James Perc d/b/a MJ Enterprises, a Florida corporation.

(SEAL)



[Signature]
Notary Public, State of Florida
(Signature of Notary Public)

(Print, Type, or Stamp Commissioned Name of Notary Public)

Personally Known OR Produced Identification _____
Type of Identification Produced _____

BID/PROPOSAL SIGNATURE PAGE

How to submit bids/proposals: It is preferred that bids/proposals be submitted electronically at www.bidsync.com, unless otherwise stated in the bid packet. If mailing a hard copy, it will be the sole responsibility of the Bidder to ensure that the bid reaches the City of Fort Lauderdale, City Hall, Procurement Department, Suite 619, 100 N. Andrews Avenue, Fort Lauderdale, FL 33301, prior to the bid opening date and time listed. Bids/proposals submitted by fax or email will NOT be accepted.

The below signed 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. 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.

Please Note: If responding to this solicitation through BidSync, the electronic version of the bid response will prevail, unless a paper version is clearly marked by the bidder in some manner to indicate that it will supplant the electronic version. All fields below must be completed. If the field does not apply to you, please note N/A in that field.

Submitted by: [Signature] (signature) 3-2-11 (date)

Name (printed) Melvin James Perc Jr Title: Owner/Operator

Company: (Legal Registration) MJ Enterprises

CONTRACT COPY

CONTRACTOR, IF FOREIGN CORPORATION, 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/).

Address: 2436 Andros Lane

City Fort Lauderdale State: FL Zip 33312

Telephone No. 954-907-6259 FAX No. N/A Email: Butchson11@NetZero.Net

Delivery: Calendar days after receipt of Purchase Order (section 1.02 of General Conditions): N/A

Payment Terms (section 1.03): N/A Total Bid Discount (section 1.04): - N/A

Does your firm qualify for MBE or WBE status (section 1.08): MBE No WBE No

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

Addendum No. 1 Date Issued Mar 1st 2011

VARIANCES: State any variations to specifications, terms and conditions in the space provided below or reference in the space provided below all variances contained on other pages of bid, attachments or bid pages. No variations or exceptions by the Proposer will be deemed to be part of the bid submitted unless such variation or exception is listed and contained within the bid documents and referenced in the space provided below. If no statement is contained in the below space, it is hereby implied that your bid/proposal complies with the full scope of this solicitation. HAVE YOU STATED ANY VARIANCES OR EXCEPTIONS BELOW? BIDDER MUST CLICK THE EXCEPTION LINK IF ANY VARIATION OR EXCEPTION IS TAKEN TO THE SPECIFICATIONS, TERMS AND CONDITIONS. If this section does not apply to your bid, simply mark N/A in the section below.

Variations: N/A

revised 3-23-10

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>
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.

Subject: letter of interest/company info

Letter of Interest/Company Profile

Melvin James Perc
d b a Legal Name;
MJ Enterprises
2436 Andros Lane
Fort Lauderdale, Fl 33312

954-907-6259
Butchson11@netzero.net
(sole proprietorship)

11yrs in business ..local..(occupational license records w/Broward County Included in
license & certificates packet)

Owner/Operator .. Melvin James Perc
2436 Andros lane
Fort Lauderdale, Fl 33312
954-907-6259

Statement of proposed services.

Introduction,

My name is Melvin Perc & I am the owner & operator of the IPS cafe (business name, mj enterprises) located within the Institute For Public Safety at Broward College central campus.

My family & I have owned & operated a full service food concession & catering business serving the cadets & police officers of the tri-county area as well as public service employees & college students for over 11yrs.

My direct interest in this opportunity to bring our service to the City of Fort Lauderdale Police Dept stems from our long standing desire to expand our business & my complete confidence in the capacity & unique capability we have to serve the needs of the police department's cafeteria.

While I feel our menu & reputation can stand on their own, I will take this time to elaborate some of what may not be readily obvious. One of the most unique, yet simple parts of my proposal is that there is nothing in it that, in my experience & opinion, is left to chance. I'm not reinventing the wheel, rather, I intend to bring a tried & tested business model to the cafeteria which has been developed over the last decade of our service to the same law enforcement & public service employees that we serve at our current location within the police academy. Our menu, as well as our highly efficient methods of food prep, customer service, inventory control, & total hands-on approach to the cafe has been uniquely adapted to serve several important needs of this type of concession. Those needs include (in equal importance but no particular order) a vast & varied selection of freshly prepared & made to order meals as well as an extensive selection of grab & go items all of which serve a very important characteristic of this type of establishment, that being, the ability of a small staff to serve a large number of customers quickly with high-quality, health conscious food at affordable prices while maintaining a personal level of customer service.

Our skills in this have been fine tuned by years of serving literally, at times, over 100 cadets & our customers with cooked & prepared to order food literally within a period of minutes all from a shop of less than 200 square feet with a staff of 2-4 persons. Quality control & employee supervision are inherent as we ourselves will be those who do that control & self-supervise as we will be running the cafeteria operations hands-on.

My family & I as well as our part time employees have worked together serving this menu in the same high quality, fast, & efficient way for many years. I, personally have been in the food service & hospitality industry my entire adult life, over 22yrs, & have experience in everything from four star fine dining to high class, as well as, individual & high volume catering to high quality concession operations with order to food presentation times of an average of two minutes (this will be a key aspect of the cafeteria's success, in my opinion).

Another important note I wish to add to this proposal is that, although we intend to bring our current, as included in this proposal, menu, to the cafeteria, we are highly receptive & responsive to our customers. This means we will be able to adjust our menu & service to fit the needs & desires of the police department if they may require a modification, addition to, or deletion of any part of our services. This has been a hallmark in our current cafe at the police academy & I feel one of the biggest reasons we have found success in a uniquely challenging business environment.

Our menu & service has continued to evolve & adapt in real time for over a decade as we've seen & listened to the needs & wants of our customers do the same. I fully intend to bring these same principles to the police dept cafeteria if rewarded the opportunity.

Our transition plan, if awarded the contract, will be swift & efficient as I am simply bringing an existing & well tested business plan to the facility provided within the police department. We will not be hindered by inventory or equipment procurement nor by staffing concerns as the above mentioned are already in place & simply need to be installed in the cafeteria. I also have the capacity & ability to bring items such as greenery, internet connected tv, & even a water feature (i.e. an indoor fountain) & other decorative elements, if approved by the police dept, to bring a more inviting atmosphere to the cafeteria. I estimate being operational within weeks, if not sooner, of the contract award.

I thank those involved in this process for their consideration & hope my provided documentation is complete to address any concerns. I may be contacted at any time for further clarification or to address any questions regarding this proposal.

I also welcome the contact of any of my included references who can attest to the quality & efficiency of both our day to day as well as catering operations.

Thank you for your consideration, Melvin Perc

Operating plans

Hours of operation will be 7am - 2pm Monday thru Friday as requested in the rfp & suggested in the orientation meeting. We will readily adjust/adapt these hours if a need arises to do so or if a special circumstance such as a request by the police dept for catering service or extended/reduced hours of operation are needed.

As can be seen in the attached menu, our menu is vast & can even be personalized further to fit any customer's particular needs as most items are prepared & or cooked to order. If further variants are requested, we will happily do all we can to oblige the request. Nutritional information will also be readily available, if not posted already as it is on grab and go items, to customers at request.

Our quality control program is a reflection of the safe food-handling procedures outlined & tested in the certified food service manager safety training program as required by the state & of which I've been for many years. We mark the sell-by dates of all our prepared foods as opened & as a further consideration to food safety, we stock little or no raw inventory which reduces the risks involved in such handling. We also keep proper thermometers to monitor both our refrigerated/frozen inventory as well as high-heat served hot foods as required by the regulatory agencies. Our food safety record is well documented with not a single instance of contamination or citation in over 11yrs of inspection at our current location & as stated earlier, our intention is to bring the same procedure & staff to the police dept cafeteria.

Staffing numbers will always be dependable & adequate as we are family owned & operated. My staff are family members & well-trusted individuals who have proved their capabilities dependability in this environment already.

Our audit process is simple yet effective since we manage our own inventory personally checking & rotating freshness & sale dates of all packaged & fresh foods as well as clearly marking all such dates on our inventory.

Our sanitation procedures will be posted as required & we will be following accepted sanitizing procedure such as posted hand washing, gloved food prep, strict attention to prevent any cross-contamination, multi-stage washing of all serving & preparing equipment as well as daily cleaning & disinfecting of ovens, floors, prep & retail surfaces. We also have a posted sickness policy, as required, to insure in the event of illness, no risk to our customers will be taken.

Melvin Perc

Over Eleven Years Serving The Institute of Public Safety

IPS CAFÉ MENU

DELI SANDWICHES \$3.75 toppings: lettuce, tomato, pickle, onion, peppers

Available on your choice of toasted or untoasted fresh-baked deli roll, wheat bread, (croissant, wrap or bagel add \$.50)

Oven Roasted Turkey Breast

Smoked Honey Ham

Chicken Salad

Dolphin-Safe Tuna Salad

Egg Salad

Add cheese \$.40 (American, Swiss, Provolone)

Specialty Wraps *avail w/ranch, lite Italian vinaigrette, honey mustard, caesar*

Mesquite Grilled Chicken Caesar Wrap \$4.75

Barbeque Chicken Breast Wrap \$4.75

Angus Burger Wrap \$4.75

Vegetarian Fresh Garden Greens with mushroom & assorted Cheeses \$4.25

Hot Sandwiches & Panini

Classic Italian(Genoa Salami, Pepperoni, Ham.) \$3.95(add cheese \$.40)

Angus Meatball Sub \$3.95 (add cheese \$.40)

Dolphin-Safe Tuna or Chicken Salad & Swiss Melt \$4.00

Cuban Panini (Ham, Roast Pork, pickle, Provolone, Mustard) \$4.35

Mesquite Grilled Chicken Breast \$3.50

All-Natural Flame Broiled Angus Cheeseburger \$3.50

Wild-Caught Alaskan Barbeque Salmon Burger On Flatbread \$3.95

Chipotle BlackBean Burger (100% vegetarian) \$3.50

Nathans Famous Hot Dog \$2.25

Pulled Pork Barbeque on a toasted bun \$3.25

Chicken Tenders Sandwich \$2.95

Philly CheeseSteak \$2.95

BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 - 954-831-4000

VALID OCTOBER 1, 2010 THROUGH SEPTEMBER 30, 2011

DBA:
Business Name: M J ENTERPRISES

Receipt #: 175-225
Business Type: LUNCH COUNTER/SNACK BAR
(CONCESSION STANT)

Owner Name: MELVIN JAMES PERE JR
Business Location: 3501 SW DAVIE RD
DAVIE

Business Opened: 09/13/1999
State/County/Cert/Reg: 371490959352
Exemption Code: NONEXEMPT

Business Phone:

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	6.75	0.00	0.00	51.75

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:

MELVIN JAMES PERE JR
2436 ANDROS LANE
FORT LAUDERDALE, FL 33312

Receipt #WWW-10-00020562
Paid 11/29/2010 51.75

2010 - 2011



State of Florida
Department of Agriculture and Consumer Services
Division of Food Safety
850-245-5520

2011

**POST PERMIT
CONSPICUOUSLY**

**Annual Food Permit
GOOD FOR ONE LOCATION**

Firm Number : 260646
Expiration Date : December 31, 2011
Fee Amount Paid : \$485.00
Permit Number : 1301650
Package : 11-3086266-3215327

This permit is issued under authority of Section 500.12, Florida Statutes, to:

Firm Type: **CONVENIENCE STORE W/SIGNIFICANT FC**

2011

**M J ENTERPRISES
3501 SW 64TH AVE
DAVIE FL 33314**

ADAM H. PUTNAM, Commissioner

Food Permits are required of any business or person in the business of manufacturing, processing, packing, holding, preparing, or selling food at wholesale or retail. This Food Permit may be suspended upon notice for violations of Chapter 500, F.S. or Department rules. You are responsible for renewing this Food Permit before January 1st, each year. For renewal information please contact the Department at (850) 245-5520.



City of Fort Lauderdale • Procurement Services Department
100 N. Andrews Avenue, #619 • Fort Lauderdale, Florida 33301
954-828-5933 FAX 954-828-5576
purchase@fortlauderdale.gov

ADDENDUM NO. 1

RFP-115-10708
CAFETERIA CONCESSION SERVICES

ISSUED March 1, 2011

1. This addendum is being issued to change specifications or clarify/answer questions under the following Section: on Insurance:

Part 1 - INTRODUCTION/INFORMATION, ITEM 16. INSURANCE: states the following in the second paragraph, under Automobile Liability Insurance:

Covering all owned, hired and non-owned automobile equipment.

Limits:	Bodily Injury	\$250,000 each person \$500,000 each occurrence
	Property damage	\$100,000 each occurrence

If there are no company vehicles, and Contractor is utilizing their own vehicle, the following Automobile Liability Insurance requirements as being requested. The Contractor will need to verify that their employees carry adequate Automobile Liability Insurance, if they will not be using company vehicles :

Limits:	Bodily Injury	\$25,000 each person \$50,000 each occurrence
	Property damage	\$50,000 each occurrence

All other terms, conditions, and specifications remain unchanged at this time.

Company Name: MS Enterprises
(please print)

Authorized Bidder's Signature: [Handwritten Signature]

Date: 3-2-11

PART VII - PROPOSAL PAGES – COST PROPOSAL

Proposer proposes to pay to the City the following if awarded the contract:

Annual concession fee of \$ 4500 (to be paid monthly to the City)

PART IX - GENERAL QUESTIONNAIRE

BIDDER NAME: Melvin Pere (MS Enterprises)

Complete the following:

Contact Name: Melvin Pere Phone: 954-907-6259

1. Number of continuous years experience your firm has provided similar services (food services)?
11 Years

2. Is foodservice your primary business?
 YES NO

3. What are your gross yearly sales, from manual food services? \$ 60,000 - 85,000

4. What percentage of your annual income is the result of operating food service facilities? 95%

5. Do you have a local office in the Tri-County (Miami-Dade, Broward, Palm Beach County, FL area)?
 YES NO

If YES - Local Office Address:
2436 Andros Lane
Fort Lauderdale, FL 33312

6. Provide three references for which you have performed similar services (foodservice).

Company Name: City of Margate Fire Rescue MESH Program
 Address: 600 Rock Island Road
 Contact Name: Chief Robert G Stevens Telephone: 954-935-5446
 E-Mail Address: r.g.s.1077@billsouth.net

Company Name: Ernest Fonten (Fire Science Program Manager Institute for Public Safety)
 Address: 3501 SW 64th Ave Davie FL 33314 Bldg 22 (Institute for Public Safety)
 Contact Name: Ernest Fonten Telephone: 954-201-6798
 E-Mail Address: efonten@broward.edu

Company Name: George Long (Cpt) Range Master - Institute for Public Safety
 Address: 3501 SW 64th Ave Davie FL 33314
 Contact Name: Cpt George Long Telephone: 954-201-6510
 E-Mail Address: G.Long@broward.edu

7. Have you ever failed to complete work awarded to you? YES NO

If YES, where and why?

8. Have you ever been late or defaulted in making payments of concession fees in similar contracts?

YES _____ NO X

If yes, what were the circumstances for these late/default payments?

9. List any licenses, permits or certifications, etc., you hold for performing this type of work:

Department of Agriculture Food Permit
Broward County Occupancy (Local Business Tax) License
Florida Annual Resale Certificate
Certified Professional Food Manager

Contractor should attach a Balance Sheet and Statement of Profit and Loss of the proposing firm from the preceding calendar or fiscal year, certified by either an appropriate Corporate Officer, or an independent Certified Public Accountant. If proposing firm is a privately held corporation, providing such records, for City review, at a time and place convenient to the City, will satisfy this requirement. If the proposing firm is a newly formed corporate entity, the City may require a personal guarantee of performance by principals or stockholders.

The proposer understands that the information contained in these proposal pages is to be relied upon by the City in awarding the proposed contract, and such information is warranted by the proposer to be true. The proposer agrees to furnish such additional information, prior to acceptance of any proposal relating to the qualifications of the proposer, as may be required by the City.

Please review the questionnaire to make sure all questions have been answered. Attach additional sheets if necessary. Failure to answer each question could result in the disqualification of your bid.

PROPOSER, PLEASE INSURE THAT YOU HAVE SIGNED THE SIGNATURE PAGE OF THESE PROPOSAL PAGES. OMISSION OF A SIGNATURE ON THAT PAGE MAY RESULT IN REJECTION OF YOUR PROPOSAL

COMPLETE AND RETURN THE REQUIRED NUMBER OF PROPOSAL PAGES AND ATTACHMENTS.

PROPOSAL IDENTIFICATION: Please indicate on the face of your sealed proposal package the following:

RFP NO. 115-10708, Cafeteria Concession Services