

TFR Enterprises, Inc
Tiffany Jean, Contract Manager
601 Leander Drive, Leander, Texas 78641
512.565.0710
tiffany@tfrinc.com

Boulder County

Attn: Purchasing
1325 Pearl Street
Boulder, Colorado 80302

SEALED BID, “Private Property Structural Debris and Hazard Tree Removal Operations”

Due Date:
February 1, 2022
10:00 AM



Boulder County Purchasing
1325 Pearl Street
Boulder, CO 80302
purchasing@bouldercounty.org

UPDATED SUBMITTAL SECTION

The proposer’s attention is especially called to the items listed below, which must be submitted in full as part of the PROPOSAL. Failure to submit any of the documents listed below as a part of your PROPOSAL, or failure to acknowledge any addendum in writing with your PROPOSAL, or submitting a proposal on any condition, limitation or provision not officially invited in this Request for Proposal (RFP) may be cause for rejection of the PROPOSAL.

THIS CHECKLIST MUST BE SUBMITTED AS PART OF YOUR PROPOSAL PACKAGE: Proposer will check each box indicating compliance:

INCLUDED	ITEM
X	Name and Address of the Partners and Subcontractors if applicable
X	A detailed project schedule with a completed updated rate sheet
X	Information on the relevant experience of key personnel
X	State your compliance with the Terms and Conditions in the Sample Contract contained in this BID. Specifically list any deviations and provide justification for each deviation.
X	Submit three references for similar projects your company has completed within the last three years and contact information
X	Sample Contract exceptions and additional terms
X	Insurance Certificate
X	Bid Bond
X	W-9
X	Signature Page
X	Addendum Acknowledgement(s) (If Applicable)

Tab 1. Title Page

TFR Enterprises, Inc
601 Leander Drive
Leander, Texas 78641
Tiffany Jean
Contract Manager
tiffany@tfrinc.com

Cell: **Personally Identifiable Information**

Office: (512) 260-3322

DUNS Number: 08-1346561

Tipton F. Rowland, CEO 100%
Stockholder
601 Leander Drive
Leander, Texas 78641

Prime Subcontractors Timberline
Trading LLC Michael Dotson
PO BOX 643
Lathrop, MO 64429

Lyellco, Inc
Levi Lyell
7503 White Oka
Lago Vista, Texas 78645

**Woman-Owned Small
Business**



TFR Enterprises, Inc
Tipton F. Rowland
601 Leander Drive
Leander, Texas 78641

Re: Letter of Commitment/Timely Payments

Please accept this letter as our interest in assisting TFR Enterprises, Inc by offering to make our services available if they are activated for Disaster Debris/Hazardous Tree Removal Services during the term of the contract.

Timberline has worked for TFR Enterprises, Inc since 1996 and **has always been paid on time.**

Timberline's roles and responsibilities will support TFR as a subcontractor providing labor and equipment services for this contract to include:

- Vegetative Debris Removal
- C&D Debris Removal

Company Information:
Timberline Trading, Inc
Michael Dotson
PO BOX 643
Lathrop, MO 64429
FEIN: 43-1695748

I, Michael Dotson, am authorized to sign for and legally bind Timberline Trading, Inc., and have full authority to commit any of our company's resources necessary to successfully perform this contract. Should you need additional information please contact me at (816) 564-1761.

Sincerely,

Michael Dotson

Michael Dotson
Owner/CEO



www.lyellco.com

sharon@lyellco.com

Office (512)576-3000

TFR Enterprises, Inc
Tipton F. Rowland
601 Leander Drive
Leander, Texas 78641

Re: Subcontractor Letter of Commitment

Dear Mr. Rowland,

Please accept this letter as our interest to assist TFR Enterprises, Inc by offering to make our services available in the event they are activated for Disaster Debris/Hazardous Tree Removal Services during the term of the contract.

Lyellco's roles and responsibilities will support TFR as a subcontractor providing labor and equipment services for this contract to include:

- ROW Vegetative Debris Removal
- ROW C&D Debris Removal
- Hazardous Tree Removal

Company Information:

Lyellco, Inc
Levi Lyell
7503 White Oak
Lago Vista, Texas 78645
FEIN: 463383578

Woman-Owned Small Business

Levi Lyell is authorized to sign for and legally bind Lyellco Inc. and has the full authority to commit any of our company's resources necessary to successfully perform this contract. Should you need additional information please contact me at (512) 698-9812.

Sincerely,

A handwritten signature in blue ink that reads "Levi Lyell".

Levi Lyell
Vice President

7503 White Oak Drive, Lago Vista, TX 7845

Tab 2. Technical Approach/Timeline

This operational plan has been thoroughly vetted over years and years of disaster-related debris management projects. Utilized in Plantation, Florida to smaller projects such as Port Aransas, Texas, the operational plan outlined below maintains the flexibility to administer and complete multiple large-scale projects simultaneously without sacrificing safety, transparency, and performance. In 2017, TFR's flexible operational plan was tested. With projects spanning from Puerto Rico, California, Florida, to Beaumont, Texas, **TFR operated, funded, and completed 26 simultaneous projects with a total value of over \$78 MIL.**

FEMA Understanding and Experience

TFR possesses an intimate understanding of the FEMA funding and reimbursement process. **ALL TFR CLIENTS HAVE RECEIVED 100% OF THEIR ELIGIBLE REIMBURSEMENT. TFR HAS NEVER HAD A SINGLE DOLLAR DEOBLIGATED BY FEMA or the FHWA.** We understand that our client's reimbursement is directly correlated to their ability to pay TFR and we work with our clients to ensure this process is as fast and efficient as possible.

TFR personnel has conducted over 350+ federally funded projects, and as such, has gained invaluable experience and familiarity with the FEMA recording and reimbursement process conducted under the federal *Public Assistance Program*. With minimal turnover in our key personnel for the past five (15) years, our employees have been working as a cohesive team to confront FEMA issues and ensure the reimbursement of our clients for 32 years. Sharon Lyell, our Project Administrator, in conjunction with Tiffany Jean, Senior Contract Administrator, heads our *FEMA Compliance Team* in all disaster-related projects. Our *FEMA Compliance Team* is deeply vetted in FEMA management and operational styles, and **NEVER** has TFR, or its officers, had a disputed claim for FEMA reimbursement. These individuals are very familiar with and aware of the federal guidelines for independence in accountability and reporting as well as recognizing that it cannot perform or assume the sovereign duties of the government officials. However, this does not preclude TFR from offering the following services to aid our clients in complying with the federal *Public Assistance Program*:

- Provide extensive pre-event training sessions with a review of previous submitted FEMA paperwork
- Design appropriate cost tracking systems before approval of Project Worksheets is received
- Assist in estimation of debris volumes by debris types and debris management costs for Preliminary Damage Assessments
- Train clients on FEMA's Cost Estimating Format, a forward pricing model allowing FEMA to account for all possible costs on large projects
- Assist in the preparation of Immediate Needs Funding (INF) requests
- Review the operational procedures of the FEMA Public Assistance Program as it relates to the overall recovery process

Supporting Communities from the Ground Up

Ready

With years of experience helping hundreds of customers, TFR offers a deep understanding of the disaster recovery process. We help our clients put together a plan before a disaster strikes so that they will be ready to respond when it does.

React

TFR hits the ground running as soon as a disaster strike. We can mobilize our expert project managers, crews, and state-of-the-art equipment within hours.

Respond

TFR carefully coordinates every disaster recovery/debris management plan to meet the needs of the community. Our deep planning and project expertise enable us to provide extremely accurate time/cost estimates and meet or exceed all project expectations.

Recover

TFR provides support and technical assistance to help clients navigate a complex maze of state and federal public assistance programs, including FEMA reimbursements, to help disaster-impacted communities get back on their feet as quickly as possible.

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- Inform and prepare for critical meetings with FEMA, emphasis on “Kick-off Meeting” and “Applicant’s Briefing”
 - Aid in the preparation of Project Worksheets
 - Provide, review, and confirm the accuracy of supporting documentation (i.e., Truck Certifications, Load Tickets, Equipment Time Sheets, etc.) for the Project Worksheets to realize full reimbursement

TFR takes a proactive approach to debris management. Enacting a comprehensive, efficient debris management plan, which retains operational flexibility to address problems on the fly, is vital to the success of the project and our client’s realization of full FEMA reimbursement. Upon establishment of a debris management plan, we strongly suggest submitting the plan for FEMA review, relieving undue stress over FEMA acceptance following a disaster event.

Hazardous Tree Removal

Unstable and leaning trees along a public ROW or within a naturalized area, such as public parks or golf courses, are eligible for removal. The Sub-Grantee may choose to attempt to save the tree through straightening and bracing if the cost of repair is less than the removal and disposal. A tree is deemed hazardous and eligible for removal if:

- The tree is an immediate threat to public health and safety or improved property
- It has a DBH of 6” or greater
- AND one or more of these criteria:
 - 50% or more of the crown is damaged or destroyed
 - A split trunk or broken branches that expose the heartwood
 - Fallen or uprooted within a public use area
 - Leaning at an angle greater than 30 degrees

After a tree has been deemed eligible and scheduled for removal, TFR tree crews will discuss a tree specific removal plan to ensure a safe, proper felling operation, considering:

- Surrounding area for anything that may cause trouble when the tree falls
- The shape of the tree, the lean of the tree, and decayed or weak spots
- Wind force and direction
- Location of other people
- Electrical hazards

Once the tree crew has identified a tree specific removal plan, the following procedures shall take place:

1. The employee shall work from the uphill side whenever possible.
2. Before felling operations, the work area shall be cleared to permit safe working conditions and an escape route shall be planned.
3. Each worker shall be instructed as to exactly what he/she is to do. All workers not directly involved in the operation shall be kept clear of the work area.
4. Before starting to cut, the operator shall be sure of his/her footing and must clear away brush, fallen trees, and other materials that might interfere with cutting operations.
5. A notch and back cut shall be used in felling trees over 5 inches in diameter measured at breast height (DBH). No tree shall be felled by “slicing” or “ripping” cuts.
6. The depth of penetration of the notch shall be about one-third the diameter of the tree. The opening or height of the notch shall be about 2.5 inches for each 1 ft. of the tree’s diameter. The back cut shall be made higher (approximately 2 inches) than the base of the notch to prevent kickback.
7. The resulting notch shall be flush cut to the ground.

Hazardous Limb Removal

Hazardous limb removal work shall consist of the removal and disposal of storm-damaged limbs that are:

- Imminent and impending peril to the general public
- Greater than 2" in diameter at the point of breakage
- Broken and still attached to the tree

The resulting debris will be collected from the grounds and hauled by normal debris collection standards.

Hazardous Stump Removal

The removal of hazardous stumps is a unique process requiring specialized equipment. As such, this process requires unique documentation and costing to realize full reimbursement, and meet the following criteria:

- 50% or more of the root-ball exposed
- Greater than 24" in diameter, as measured 24" above the ground
- Located on public property or a public ROW
- Immediate threat to public health and safety

Once the diameter is established, pictures are taken, GPS coordinates establishing the location, and the specific threat documented, the stump will be physically removed by the best means available. The resulting hole from the stump removal will be backfilled and the amount of material needed will be recorded.

Reduction of Debris

Reduction of debris is normally applied to vegetative debris such as brush and trees debris, which is also referred to as "burnable debris". However, the reduction process can also be applied to some items that are considered non-burnable or construction and demolition debris. This would include such items as household furniture, construction materials such as roofing, treated timber. This process is applied to reduce the volume of the material that is being landfilled. The economic evaluation of weighing the reduction cost against the unreduced landfill cost will be a factor in determining the feasibility of this approach. The most common methods of reduction are burning, chipping, and grinding, and recycling. Recycling is covered in various sections as appropriate.

Chipping/Grinding

Reduction of debris by chipping and/or grinding is an opportunity to recycle the vegetative debris back to economically beneficial use. However, the overall economic impact of chipping/grinding compared to burning will have to be reviewed before a determination can be made. Grinding/Chipping is the reduction of woody, vegetative debris by cutting and pounding the debris to reduce the woody materials into small pieces or "chips" This method normally produces a reduction of between 3 to 1 and 5 to 1, whereas burning reduces the debris by approximately 95%. However, wood chips can be recycled and used as mulch, fuel, ground cover, and animal bedding to name a few. The availability to recycle the chips would be a significant factor in determining the economic value of chipping/grinding. In the construction and operation of a chipping/grinding reduction operation, special consideration is given to the following factors:



1. Grinding machines must have a clearance of 300 feet. Warning signs must be stationed around the perimeter of the grinding equipment, warning of possible flying objects from the grinders.
2. The grinding machines must have screens, which produce chips not exceeding 4 inches in length and ½ inch in diameter.

3. Liners shall be placed underneath grinders, and other stationary equipment, as a preventative measure against possible leaks or spills exposing the soil and groundwater to contaminants.
4. Debris must be sorted and clean of other contaminants such as metals.
5. Operators must wear hard hats even in closed cab machines while operating.
6. Root Rake loaders are used to avoid contaminating the debris entering the grinder with dirt or sand.
7. Ground debris or mulch shall be stored on-site in piles no higher than 15 feet. Such piles shall not remain on-site for longer than seven (7) days and haul-out procedures shall ensure. Ground debris or mulch is monitored daily for heat and internal combustion.

Segregation of Debris

Before the material is brought into the DMS, all preparations outlined above will be substantially completed. The DMS will have staging areas for each category of debris brought into the site. All debris will pass by the inspection tower after entering the site and all loads will be inspected.

Although every effort will be made to segregate debris on the right-of-way before loading, debris materials still become mixed, and some loads are so co-mingled that they are classified as mixed debris loads. These loads will be directed to the area defined on the site plan as the “mixed debris” pile. This material will be sorted and separated by machines with grapples and “thumbs” and by hand labor and placed into the C&D, Vegetative, HHW, White Goods, and Metals Piles.

C&D Debris is non-burnable, non-recyclable debris that will eventually be delivered to a landfill. Samples of this type of debris include mattresses, clothing, household garbage, concrete, asphalt, metals, plastics, manufactured furniture, building components, etc. Parts of this material, if well separated, can be reduced by grinding before landfill, to reduce the cost of hauling and tipping fees (if charged by volume). Other parts, such as metal can be recycled if well separated and cleaned.

Vegetative Debris is burnable debris and can be reduced by either incineration or by chipping/grinding. If reduced by incineration, the estimated reduction rate is 95% and leaves the ash residue to be hauled off and disposed of. If reduced by chipping/grinding, the reduction rate is estimated at only 60%-75%, however, the by-product, mulch, can be recycled. The vegetative debris may become mixed with earth materials such as dirt, gravel, rock, or sand during the disaster. Root rakes are employed to shake and separate the brush and vegetative debris before it is reduced. Sometimes shaker screens or trommels are necessary to separate the earthen debris before reducing it.

Household Hazardous Waste (HHW) is debris such as household chemicals, pesticides, unidentified liquids, paint, batteries, etc. As mentioned earlier, the primary goal is to separate this material on the curbside and pick it up separately by a designated HHW crew. These items are then delivered to the collection points designated by the Government Debris Manager. However, if HHW inadvertently becomes co-mingled with other debris and enters the site, it is separated from the other debris and placed into a Hazardous Containment area on the site for further disposal by those licensed to handle and dispose of this type of debris.

White Goods refers to items such as refrigerators, air conditioners, freezers, etc. which may contain chemicals or fluids such as freon or oil, which must be remediated by someone with the appropriate license and certifications to do so. These items should be separated at the curbside and delivered to the collection points designated by the Government Debris Manager. If they are brought to the site for temporary storage, they will be contained in a separate staging area so that they may be inspected and properly cleaned of all chemicals or fluids.

Metals will be separated at the curbside and delivered to a separate staging area at the DMS unless directed otherwise by the Government Debris Manager. These items may be recycled.

During the operation of a DMS, special attention is afforded to the following areas:

Site Safety: The Operations Manager and the Site Project Manager will conduct a Pre-Operations Site Safety meeting before the beginning of operations of the debris reduction site. Items to be included in the Safety meeting will be:

- a. An overall review of the Site Plan and directions as to the location of all temporary structures, the planned traffic flow, location of first aid stations, eyewash stations, fire extinguishers, and location of the sign with postings of emergency numbers.
- b. The first Weekly Safety Meeting will be held and all information as outlined in the Company Safety and Occupational Health Plan will be covered.
- c. The Activity Hazard Analysis for each operations activity will be reviewed and discussed.
- d. A communication path between the site management and site personnel will be established in the event of an emergency so that an orderly and efficient means is established to mitigate the event.

Dust Control: TFR provides water trucks, which do routine trips throughout the site during the operations, keeping dry roads dampened to minimize the dust count. Water trucks are also used to dampen ash residue when removed from the burn pit to the ash pit. Attention is given to normal wind direction when the layout of the site is prepared.

Hazardous Materials Containment Area: The Site Manager will regularly inspect the Hazardous Materials Containment area for any cuts, tears, or leaks in the protective membrane that lines the containment area. The Manager will also inspect the berm surrounding the area to assure proper site runoff is still intact.

Roadways: Traffic will be designed to allow the flow of incoming and outgoing debris trucks to avoid congestion. Safety and directional signs will be posted throughout the site along with flagmen to assist and control traffic flow as well as for safety reasons. Road surfaces will be rock-laid for easier maintenance and to protect from erosion. Private, non-operation-related traffic will be prohibited from the site.

Communication: Operators and flagmen are equipped with two-way radios on the same frequency as the office base radio unit so that communications will be readily accessible throughout the site.

Disposal Procedures

Disposal sites for the debris will be determined before operations begin. This submittal encompasses the possibility that permanent or final debris resting place may not be immediately available at the beginning of operations, and we have therefore included the general operations of a Debris Management Site (DMS) in this proposal.

Disposal of debris is the operation of placing debris in its final resting place such as a licensed, permitted permanent landfill or as expressed above, at a DMS. This operation includes the use of hauling equipment. In the Hauling and Dumping operations, special consideration is given to the following:

1. All loading and hauling crews are under the direction of a TFR supervisor. Daily reports are maintained by the Crew Foreman, and all equipment downtime for repairs is noted on the daily reports. Hours of each piece of equipment and each employee, are recorded and reconciled with a Government Representative, daily.
2. Qualification of all operators/drivers is reviewed and determined before being allowed to haul materials.
3. All insurance documents and copies of driver's licenses are on file in the field office before beginning operations.
4. The safety orientation meeting is held by the Load and Haul Project Manager before operations begin.
5. Equipment is inspected and a record of the inspection is retained on file in the field office before operations begin.
6. Operators/drivers are versed in the dumpsite procedures before leaving the loading site.

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7. All truck operators will be instructed to observe traffic regulations and follow the instructions of the flag persons.
 8. All operators will report to the weigh station/inspection tower and deliver their “load ticket” to the QC operator (or government inspector) for inspection and approval before proceeding to dump his/her debris.
 9. Each truck operator will be directed as to where to dump each load at the dumpsite location by the designated dumpsite operator.
 10. Each truck operator will inspect his truck and tailgate after the dumping process is completed to assure that it is secure before leaving the dump area.
 11. Truck operators will follow the designed traffic flow when leaving the dump and return to the designated loading area.

Haul Out Procedures

Hauling out of debris is the operation of hauling reduced debris from a DMS to a final resting place at a designated destination to be used in any number of capacities such as ground cover, biofuel, and fertilizer. This operation includes the use of hauling equipment. In the hauling out operations, special consideration is given to the following:

1. All hauling crews are under the direction of a TFR supervisor. Daily reports are maintained by the Site Manager, and all equipment downtime for repairs is noted on the daily reports. Hours of each piece of equipment and each employee, are recorded and reconciled with a Government Representative, daily.
2. Qualification of all operators/drivers is reviewed and determined before being allowed to haul materials.
3. All insurance documents and copies of driver’s licenses are on file in the field office before beginning operations.
4. The safety orientation meeting is held by the Load and Haul Project Manager before operations begin.
5. Equipment is inspected and a record of the inspection is retained on file in the field office before operations begin.
6. Operators/drivers are versed in the dumpsite procedures before beginning loading activities and hauling reduced debris out of the DMS.
7. Trucks are loaded by rubber-tired backhoes, or excavators, utilizing a mulch ramp constructed approximately twelve (12) feet high, eight (8) feet wide, and at a grade, not to exceed, thirty-five (35) degrees. This shall be determined at the site depending on topography and availability. No individuals will be allowed on the structure unless otherwise instructed to do so by the Site Manager and/or assessing the overall safety of the structure.
8. Each truck operator shall inspect his/her truck before proceeding to the inspection tower to ensure the load is filled and any items are secured and covered by a tarp or other covering preventing chips from being blown from the bed.
9. All truck operators will be instructed to observe traffic regulations and follow the instructions of the flag persons.
10. All operators will report to the weigh station/inspection tower and deliver their “load ticket” to the QC operator (or government inspector) for inspection and approval before proceeding to leave the dump to its final destination.
11. Truck operators will follow the designed traffic flow when leaving the dump and return to the designated loading area.

White Goods

White Goods refers to items such as refrigerators, air conditioners, freezers, etc. which may contain chemicals or fluids such as Freon or oil, which must be remediated by someone with the appropriate license and certifications to do so. These items will be separated at the curbside and will be delivered to the DMS collection point. At the

DMS we will contain Dirty White Goods separate from White Goods and they will be inspected and properly cleaned of all chemicals or fluids or removed by professionals certified and licensed to dispose of them. TFR shall submit a Dirty White Goods Operations, Cleaning, and Disposal Plan before beginning site operations.

Upon award of a contract, a Hazmat removal team will be assigned to oversee the curbside removal and HHW removal at the DMS and, if given a contract for ROE, precede the demolition team. The Hazmat team will remove all HHW and White Goods to the curbside, separated, before haul off, or demolition begins. This team will document on a daily reporting form, the type and quantity of HHW and White goods at the pick-up location.

- Refrigerants with putrescible wastes will be sealed by taping closed so as not to have accidental openings and spillage while in transit to a disposal site.
- The separated HHW and White Goods will be transported by separate container from the demolition site to the DMS.
- Any HHW that may inadvertently become mixed with truckloads shall be separated at the DMS and stored in the HHW area for removal by the HHW crew.
- Automobiles will be removed to a separate temporary storage area where they will be held for recycling.
- Loose tires located at the curbside will be kept separate and removed by the HHW crew.
- Extra caution will be applied to the handling of dirty white goods that still contain putrescible wastes, such as sealed freezers, refrigerators, coolers, and iceboxes. Putrescible waste is solid waste that contains organic matter capable of being decomposed by microorganisms and of such a character and proportion as to cause obnoxious odors and can attract or provide food for birds or animals. Improper handling of putrescible waste could lead to odor issues that make sitting and operating a DMS difficult. There are also numerous potential employee health and safety issues related to the removal and disposal of putrescible wastes.
- White goods may also have refrigerants (Freon and Freon replacements), and often plastics and motors and sometimes other electronic components that need to be removed before recycling. Refrigerant removal must be done by trained and qualified personnel and can potentially lead to spills of regulated chemicals. Only certified, experienced, and trained personnel will be used for these critical tasks to minimize risk and maximize efficiency.
- All waste removal, cleaning, and handling will be managed to minimize potential exposure of workers and others to waste and minimize the generation of odors.
- Procedures such as proper sealing of refrigerants and containers will be in place to control vector exposure, the attraction of wildlife, and minimize volume expansion through the addition of water to the waste stream.

Vehicles and Vessels

Abandoned Vehicles and Vessels will be removed and taken to a temporary staging/storage area. It is anticipated that the State Government's Department of Transportation or Department of Motor Vehicles will be the project manager for the title of ownership issues related to any vehicle recovery and recycling project associated with the disaster response. Vehicles and vessels brought to the staging areas will be inventoried by license plate, make, model, color, and vehicle identification number. They shall be staged, and site tagged for easy retrieval.

- For a vehicle or a vessel to be deemed eligible it must:
- Present a hazard or immediate threat that blocks ingress/egress in a public-use area
- Ownership is undetermined
- The applicant followed all local ordinances and State laws by securing ownership

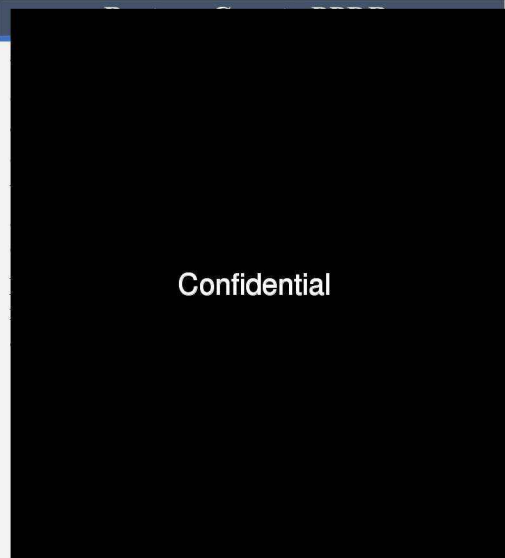
- The applicant verified chain of custody, transport, and disposal of the vehicle or vessel

Private Property Debris Removal

Private property debris removal must present an immediate health and safety threat to the general public before it will be reimbursed under the Public Assistance Program. This is typically the responsibility of private property owners however if the debris poses a threat to the general public-at-large and the property owners are unavailable the State or local municipalities may need to enter onto private property to alleviate the immediate threat.

If authorized, FEMA 325, Public Assistance Debris Management Guide states applicants are required to document all legal processes used to gain access to private property through the following:

- 1) Each property owner must sign a right-of-entry which includes a hold harmless agreement and indemnification applicable to the scope of work.
- 2) Photos to document the condition of the property before beginning work.
- 3) PPDR Assessment to establish the scope of eligible work.
- 4) Documentation of Environmental and Historic Review.



Disaster Debris Recycling

TFR is a green industry company. The principals of TFR are proponents of recycling whenever possible and many members of management are LEED Certified. As such, TFR utilizes tub grinders, slow-speed shredders, trommels, loaders, and excavators which are used to sort, separate, and reduce vegetative debris to reusable mulch, dirt, metals, and other construction products. Following each disaster event, TFR will make every effort to locate a reusable purpose for this material such as bedding material for plants, ground cover for parks, animal bedding, and reusable energy sources as boiler fuel for co-generation plants or production mills. In addition to vegetative recycling, every effort is made to keep the metals segregated and clean so that the Ferris and non-Ferris metals can be recycled. In cases of large quantities of mixed debris, a system of separation using a trommel, air curtain burner, picking line conveyor, and tub grinder, can be used which will allow the paper and plastic to be separated, and the clean dirt, rock & concrete, Ferris metals, non-Ferris metals, and clean vegetative debris sorted and piled for recycling.

Sources will be sought for the following recyclable material:

- | | |
|---------------------------|--------------------------|
| Asphalt | Roofing Materials |
| C&D | White Goods |
| Concrete/Aggregate | Mulch |
| Dirt | Tires |
| E-Waste | |
| Metals | |

TFR Spotlight

Bastrop County Wildfire

100% of the mulch created from grinding of trees was utilized in a beneficial reuse or was recycled.

100% of the C&D was recycled.

TFR has vast experience employing recycling activities and maintains established relationships with recycling firms to accept various types of debris. While completing debris reduction of 2,000,000 CYD for the City of Tulsa, TFR loaded the chips on railcars and shipped the excess reduced debris to a Company-owned mulching facility in Leander, Texas. Alternative methods of disposal exist and are well documented by TFR. During Hurricane Ike, storm-generated debris from Polk County was hauled and burned at a local paper mill in Orange County, Texas. This strict commitment to recycling storm-generated debris has benefited both the client and TFR.

DMS Remediation and Restoration

In the event of a natural disaster, a Debris Management Site (DMS), usually selected by the government, may be used to process debris before its final disposal. Substantial site preparation may be required such as proper access points of entry, security devices, control gate, fenced storage compounds, adequate internal haul roads, proper erosion, and sediment control fencing, and stormwater retention features, to name a few. If a DMS is required, then TFR will, upon entering each site for the first time, photo-document the existing site conditions using both a video camera and still photographs.

At the cessation of DMS operations, all sites will be restored to the satisfaction of Government Representatives/Owner with the intent of maintaining the utility of each site, leaving it unencumbered for future use and safeguarding the environment. Soil and water samples will be taken and compared to pre-work samples to ensure that TFR operations have not negatively affected the environment. Other factors that are considered during the remediation process are:

- All pre-existing grades including roads, ditches, etc. will be restored to the satisfaction of the customer before the final closure of each site.
- Areas where soils were excavated (e.g., ditches and retention ponds) or stockpiled (e.g., berms) will also be restored to pre-existing grade before vacating each site.
- Pre-construction drainage patterns will also be restored, as well as all improvements (e.g., trailers, wells, fencing, construction entrances, and built-up aggregate haul roads) will be removed from each DMS unless otherwise instructed by the Government's Representative.

Upon completion of the above remediation tasks, TFR will photo-document site conditions using both video cameras and still photographs. As done with the water and soil samples, the post-work photos will be compared to pre-work photos to ensure that the site was remediated to its original condition.

TFR Mobilization Timeline

- 5 Crews 72 Hours after NTP
- 10 Crews 7 days after NTP
- 15 Crews 14 Days after NTP
- 20 Crews 21 Days After NTP

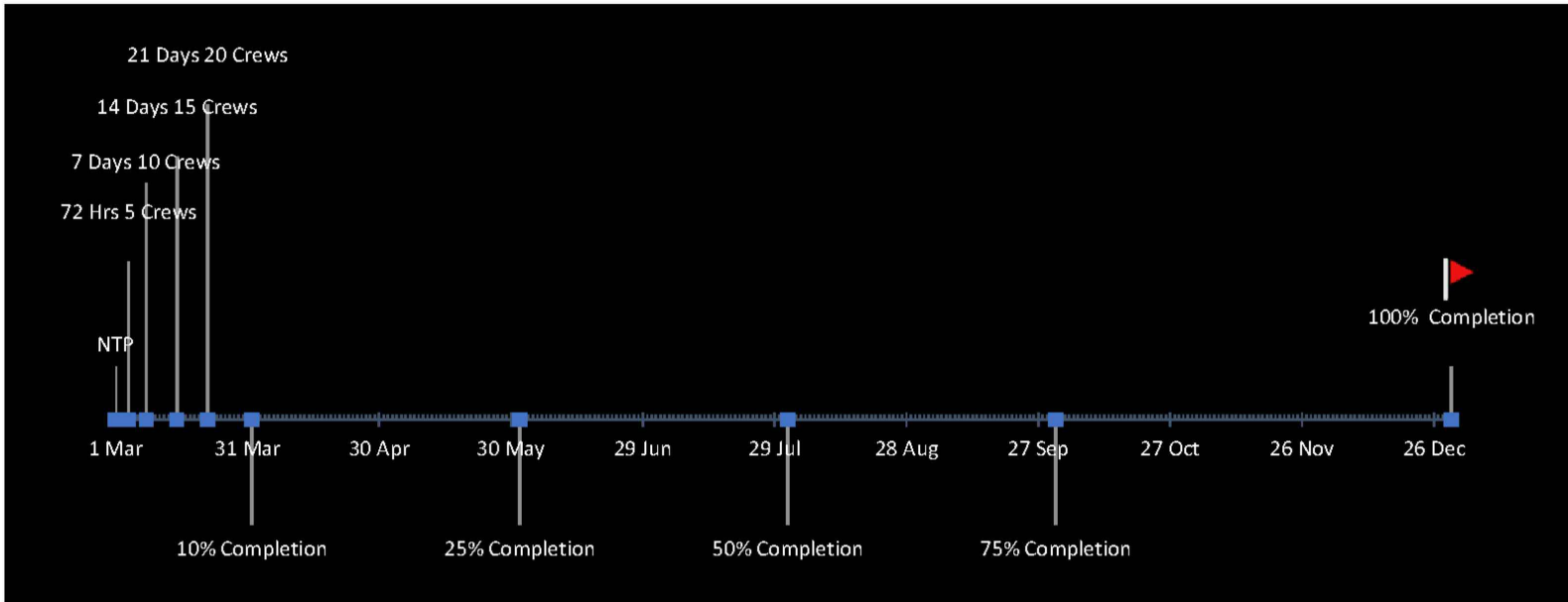
Personnel and Equipment Per Crew

- 1 Excavator/with Operator
- 1 Wheel Loader/with Operator
- 1 Skid-steer/with Operator
- 1 NESHAP Certified Supervisor with Water Truck/Tank
- 1 Haul truck/with driver

Jobsite Workflow (These Steps and order of completion will be used on each parcel in order to streamline the debris removal process between multiple crews)

- 1) Identification and removal of hazardous trees and limbs
- 2) Removal of all Metal
- 3) Removal of damaged vehicles,
- 4) Removal of asbestos-containing materials
- 5) Removal of all Concrete, Brick (with the exception of basement/foundation)
- 6) Removal of CFC's, E-waste
- 7) Removal of basement/foundation as needed
- 8) Removal of Debris, Ash, Vegetative and incidental soil.
- 9) Backfilling + Safety fence as needed

TFR Project Timeline



Project Milestones

Date	Milestone	Column1	Position
3/1/2022	NTP		10
3/4/2022		72 Hrs. 5 Crews	30
3/8/2022		7 Days 10 Crews	45
3/15/2022		14 Days 15 Crews	50
3/22/2022		21 Days 20 Crews	60
4/1/2022		10% Completion	-20
6/1/2022		25% Completion	-20
8/1/2022		50% Completion	-20
10/1/2022		75% Completion	-20
12/30/2022		100% Completion	10

UPDATED RATE SHEET

	Description	Est quantity per parcel¹ or units	Unit price		Total
A	B	C ¹	D	E	F
1	Disaster Debris Removal Crews ²	20	\$ 15,990.00	Per Crew	\$ 319,800.00
2	Debris Management Site (DMS) Management ³	1	\$ 4.80	Per CY	\$ 4.80
3	Scale Set-up (if needed)	1	\$ 150,000.00	Per Scale	\$ 150,000.00
4	Inspection Tower	6	\$ 6,000.00	Per Tower	\$ 36,000.00
5	Scissor Lift	6	\$ 9,600.00	Per Lift	\$ 57,600.00
6	DMS Closure	1	\$ 28,400.00	Per DMS	\$ 28,400.00
7	Per Parcel Debris, Ash, Vegetative, and Incidental Soil ⁴	89 c.y.	\$ 24,000.00	Per Parcel	\$ 24,000.00
8	Per Parcel Concrete Removal without fill ⁴	40 c.y.	\$ 29,000.00	Per Parcel	\$ 29,000.00
9	Per Parcel Concrete Removal with fill ⁴	81 c.y.	\$ 30,000.00	Per Parcel	\$ 30,000.00
10	Per Parcel Metal Removal ⁴	79 c.y.	\$ 15,000.00	Per Parcel	\$ 15,000.00
11	Per Parcel Asbestos Removal and Disposal ⁴	39 c.y.	\$ 30,000.00	Per Parcel	\$ 30,000.00
12	Per Parcel Soil Removal, Re-Scrape, Disposal as needed ⁴	50 c.y.	\$ 15,000.00	Per Parcel	\$ 15,000.00
13	Vehicles Abatement ⁵	1,336	\$ 225.00	Per Vehicle	\$ 300,600.00
14	Hazard Trees removed 6-12" ⁶	1	\$ 120.00	Per Tree	\$ 120.00
15	Hazard Trees removed 12.1-24" ⁶	1	\$ 240.00	Per Tree	\$ 240.00
16	Hazard Trees removed 24.1-36" ⁷	<1	\$ 375.00	Per Tree	\$ 375.00
17	Hazard Trees removed 36.1" ⁷ +	<1	\$ 465.00	Per Tree	\$ 465.00
18	Hazard Limbs (2" ⁷ + in diameter)	<1	\$ 110.00	Per Tree	\$ 110.00
19	Stumps (24" ⁷ + in diameter)	<1	\$ 325.00	Per Stump	\$ 325.00
20	Unit Rate for Debris, Ash, & Incidental Soil Disposal ⁸	89 c.y.	\$ 29.98/ton	At Cost	\$ 29.98/ton

21.a	Unit Rate for Concrete and brick disposal/recycling ⁸	81 c.y.	\$ 20.00/ton	At Cost	\$ 20.00/ton
21.b	Unit Rate for Reinforced Concrete disposal/recycling ⁸	81 c.y.	\$ 32.50/ton	At Cost	\$ 32.50/ton
22	Unit Rate for Metal Recycling (include rebate if applicable) ⁸	79 c.y.	\$ 20.00/ton	At Cost Per Ton	\$ 20.00/ton
23	Unit Rate for Vegetative Debris Disposal ⁸	10 c.y.	\$ 12.25/CY	At Cost	\$ 12.25/CY
24	Appliances with CFCs ^{8,9}	<1	\$ 100.00/each	At Cost	\$ 100.00/each
25	E-Waste ^{8,10}	<10	\$ 20.00	At Cost Per Pound	\$ 200.00

NOTES:

1. Refer to column E to determine if price requested is per unit (such as per vehicle or per tree) or per parcel.
2. This is a one-time mobilization (including traffic control, tree hazard crews, asbestos crews, air quality monitoring, and dust control) rate per Disaster Debris Removal Crew for the entire project.
3. The unit price refers to each cubic yard of material that is reduced. The County does not currently anticipate that Contractor will be authorized to reduce material at the DMS or otherwise. Bidders should include a unit price Per CY for material reduction at the DMS in the event that this work is authorized.
4. These items will be paid per parcel. The "Est quantity per parcel" column includes the average estimate of the quantity of each type of material per parcel to help guide your proposal. Calculate the Unit Price using the estimated CY of material multiplied by your proposed CY rate to develop your per parcel rate. For example, in line item 7, there is an estimate of 89 CY of "debris, ash, vegetative, and incidental soil" on each parcel. For a price of \$2.00 per CY, Enter \$2.00 in Column D x 89 = \$178. Enter \$178 in column F.
5. Please calculate line item 13 by multiplying 1,336 by your per vehicle price (Column D) and enter the total into column F.
6. For line items 14 and 15, Column C estimates that there is approximately 1 tree on each parcel.
7. For purposes of calculating line items 16-19, use the whole number 1 as the multiplier, even though column C indicates less than one. It is estimated that there will be less than 1 tree of each size or stump per parcel.
8. For purposes of calculating line items 20-25, please provide your estimated actual costs for disposal or recycling.
9. For purposes of calculating this line item, use the whole number 1 as the multiplier, even though column C indicates less than one. It is estimated that each parcel has less than 1 appliance with CFCs. Most properties with CFC appliances no longer contain CFCs.
10. For purposes of calculating this line item, use the whole number 10 as the multiplier, even though column C indicates less than 10. It is estimated that each parcel has less than 10 items of E-Waste. Most electronics were destroyed in the fire.

Tab 3. Key Personnel

The TFR team is ready to handle your debris removal needs. As Prime, TFR will have full responsibility for the effective execution of the emergency debris contract. A proven federal contractor, we have an established organizational structure and staffing approach that provides clearly defined lines of communication and authority, in-place contract management procedures, and program/project staff experienced in working with USACE, FEMA, and other government contingency/disaster staff.

Key Personnel

TFR brings highly qualified key personnel and a long history of working with debris monitoring and debris removal. Our collective disaster experience, on over 350 different disasters, ranges from providing debris removal management and leadership for tornado response efforts to various hurricane responses (Maria, Irma, Michael, Katrina, Sandy, Irene, and more). No one understands and brings the in-depth knowledge of disaster response and debris management better than us!

Organization

Our organization is designed to deliver proactive leadership to any area, while effectively managing all project risk and providing maximum responsiveness to our clients. TFR will exercise total control of all management activities. We provide each client with a dedicated, proven team prepared to execute any debris management mission with the highest degree of quality, professionalism, and efficiency.

Our management approach, proven on other disaster response contracts we have held, will be applied to this contract, and establish the roles and responsibilities for the debris mission's pre-execution Planning Team key personnel (Operation, Planning, Quality Control, Environmental, Health, and Safety) as well as supporting staff.

With a robust network of subcontractors and vendors and firsthand knowledge of their capabilities and performance in emergency response and debris management, we readily access the best performers to quickly support the demands we expect under this contract.

The TFR team will be supplemented by additional subcontractors as needed, tapping into local medium-sized and small businesses (SBs) to achieve cost and execution efficiency. We will obtain added resources for emergency debris projects through our extensive network of offices and subcontractors proximate to each job site, employing the most cost-effective means of accomplishing the work (e.g., self-perform, subcontract, combination).

TFR's organizational structure minimizes the gap between the Operations Manager and the Sector/Site Manager(s), depending upon the size and scope of the response. We believe that by keeping the degree of separation between the management staff and field supervisors to a minimum, our entire team will be better connected and benefit from the increased level of communication. Our team organization structure also features:

- **Streamlined Chain-of-Command led by the assigned Team's Operations Manager**, empowered by corporate leadership to make decisions and access resources to ensure an effective response to mission requirements.

Key Advantages of Our Key Personnel and Staffing Approach

- ☑ **TFR responsible for contract execution.** Our proven project delivery process has demonstrated our success in fully integrating in-house personnel and team members on similar time-sensitive disaster response programs.
- ☑ **Highly qualified key personnel, hand-selected for their expertise and experience.** We offer skilled project managers and safety professionals who have responded to some of the largest man-made and natural disasters and provided debris services across the country.
- ☑ **Cohesive and efficient execution.** Clear roles and responsibilities/communication channels.
- ☑ **Ability to handle fluctuating workloads and simultaneous projects.** In 2017, TFR performed 26 simultaneous projects in 4 states.
- ☑ **Extensive in-house resources ensure ability to staff multiple teams when needed 350+ available debris management personnel.**
- ☑ **Consider it Handled!** Committed team highly experienced in debris, ready when you need us.

- **Disaster Response-Experienced Leaders in every Key Position**, our debris specialists are ready today to deliver results and work as a team both internally and with all stakeholders.
- **Disaster Response Experienced Program Support Team**, our support personnel are well-experienced in disaster response scenarios and ready to ensure the right organic and subcontracted resources are ready to mobilize and go to work immediately.
- **An established network of Strategic Partners and Pre-Qualified Subcontractors**, guaranteeing our ability to bring needed resources to the project team quickly and with a high level of confidence in their capabilities to meet project demands.

TFR Spotlight

Confidential

Our key personnel has been selected due to their experience in executing disaster recovery projects, leadership skills, and debris expertise, along with their ability to mobilize immediately to disasters across the country.

Experience and Qualifications of Key Personnel

To provide the most responsive proposal, TFR has assembled a diverse team with experience in a multitude of debris missions including, but not limited to, hurricanes, floods, tornadoes, wildfires, ice storms, oil spills, landslides, and other natural and man-made disasters. These individuals have a complete understanding of the roles, responsibilities, lines of communication and challenges involved with rapid deployment in disaster scenarios.

Key Personnel	Position	Email	Phone
Tipton Rowland	CEO	tiffany@tfrinc.com	(281) 731-4398
Julie Rowland	CFO	julier@tfrinc.com	(512) 260-3322
Kevin Rolison	Project Manager	kevin@tfrinc.com	(512) 944-8766
Rigo Mejia	Project Manager	rigo@tfrinc.com	(512) 779-7722
Sharon Lyell	Operations Manager	sharon@tfrinc.com	(512) 576-3000
Laura Moxley	Project Administrator	laura@tfrinc.com	(512) 294-4640
Tiffany Jean	Contract Manager	tiffany@tfrinc.com	(512) 565-0710
Victoria Balak	Contract Administrator	victoria@tfrinc.com	(512) 410-9166
Steven Vinyard	Project Manager	steven@tfrinc.com	(512) 619-1087
Mel Utterback	Project Manager	mel@tfrinc.com	(606) 776-9782
Roger Barfield	Fleet/Safety Manager	roger@tfrinc.com	(407) 868-0568
Sally Wallace	HR/AP	sally@tfrinc.com	(512) 931-9031

Tipton F. Rowland, Chief Executive Officer/President

Mr. Rowland acquired his grandfather’s company (Robinson & Son Tree Service, Memphis. TN) in 1988 and incorporated the company as TFR Enterprises, Inc. in 1989. A disaster services division was added in 1992 to include, debris management following a disaster event such as hurricanes, floods, ice storms, tornados, and earthquakes. Projects that have been undertaken and successfully completed under his supervision include vegetative and C&D debris removal from Rights-Of-Way, vegetative and C&D debris removal from streams and canals, debris site management, weed, and brush control services, tree pruning, trimming and removal services, mulch, and compost production services, vegetative debris incineration (both open burn and air curtain), vegetative reduction by grinding, separation and recycling of C&D debris and demolition of residential structures. Mr. Rowland has overseen 250+ separate disaster response projects, federally funded by the Federal Emergency Management Agency (FEMA). By providing “hands-on” oversight as president and Chief Executive Officer of TFR Enterprises, Inc. he has successfully performed as damage assessment evaluator, cost proposal estimator, project supervisor, safety, and compliance officer, and has assisted in interacting with local government officials

in developing debris management policies in compliance with State and Federal (FEMA) reimbursement regulations.

Julie A. Rowland, Chief Financial Officer/Secretary

Julie Rowland graduated from the University of Memphis in 1992 with a BA in Communications. Since joining the company in 1989, she has served as the administrative and financial accounting manager for all projects. She is responsible for the oversight of all financial records and systems for the company, overseeing a staff of 10 clerks. She is the principal advisor to the President on all matters relating to cooperative agreements and procurement, as well as financial management, controls, and accounting functions. She has overall responsibility for the final reconciliation of accounts for issues involving subcontractors and clients. In addition, Julie Rowland is responsible for providing outside agencies such as banks, bonding, and insurance companies and auditors with necessary financial information and assists the independent auditor with financial statements and income tax preparation.

Kevin Rolison, Project Manager

Mr. Rolison joined TFR in 2002 and immediately began taking a very hands-on approach in debris removal operations. He started as a grapple truck operator with TFR Enterprises, Inc., in 2002 and is now a seasoned Operations Manager. He has deployed to more than 80 emergency debris removal projects for federal, state, and local government entities. Before joining TFR Kevin had 10 years of heavy equipment and commercial truck driving experience. In 2004, Mr. Rolison served as project manager on various projects resulting from Hurricanes, Charley, Frances, Jeanne, and Ivan in the state of Florida. In 2005 after Hurricane Katrina, Kevin deployed to Louisiana and worked as a Project Manager for Belle Chase Military base. In 2006 deployed immediately to Texas after Hurricane Rita he continued as a Project Manager working simultaneously in 6 counties. His strong verbal and written communication skills, leadership skills, experience, and diplomacy quickly promoted him to project Operations Manager. Mr. Rolison's tenure enables him to easily estimate cubic yardage at a historically accurate level, create an operational plan and efficiently execute it for a successful response to complex and diverse debris removal projects caused by hurricanes, tornados, floods, mudslides, ice storms, fires, and man-made disasters.

Sharon Lyell, Operations Manager

Sharon Lyell has 30 years of experience in successful project management and quality control. As TFR's Operations Manager, Mrs. Lyell is fully committed to the successful operations of all projects by ensuring safe and efficient productivity for every client. She has established detailed quality control procedures and measures for all aspects of performance which encompasses both office and field operations to ensure that key metrics are met or exceeded. She has successfully overseen field operations and administration of more than one hundred thirty projects during TFR's contract performance over the past 15 years, ensuring subcontractor conformity and project reimbursement documentation compliance for FEMA funding. She builds and maintains excellent working relationships with hundreds of qualified debris hauling and hazardous tree removal subcontractors nationwide. Sharon ensures that subcontractors are trained annually on TFR's procedures and FEMA eligibility, guidelines, and policies. Sharon has the authority to stop work for quality issues &/or non-compliance. Sharon has extensive training and experience in quality control, quality assurance, zero defects, and process improvements. This experience has proven invaluable in assuring full compliance with Public Assistance Program and Policies throughout Emergency Debris Removal Contract performance. Sharon continually reviews FEMA policies and stays abreast of changes to policies to ensure complete satisfaction and 100% of eligible funding for applicants.

Rigo Mejia, Project Manager

Mr. Mejia joined TFR Enterprises, Inc in 2008 after Hurricane Ike made landfall in Texas. Rigo has 13 years of on-site experience in emergency debris operations responding to hurricanes, ice storms, floods, fires, tornados,

and mudslides. With experience working in all phases of debris management such as hauling, grinding, equipment operations, tree trimming and removal, waterway debris removal, site set-up (permitting) and restoration, equipment repairs, managing personnel and subcontractors, and more. Well-versed in field and site operations, he has become a veteran operations planner. Rigo worked with USACE on LA Division Basin and Channel Debris Removal after the mudslides in 2017. Rigo attends pre-event readiness meetings with clients annually and assists with the creation of debris management plans as needed. When TFR is not on an active project, Rigo spends his time at Austin headquarters taking inventory and assessing equipment needs. He schedules maintenance and repairs, orders necessary inventory of critical stock parts so that equipment can be immediately repaired to avoid downtime during a debris recovery project. He keeps in open communication with subcontractors to retain critical relationships even while no contracts are active. He has responded to more than 28 federally declared disasters and has a vast knowledge of debris removal operations, equipment, and FEMA guidelines.

Steven Vinyard, Project Manager

Steven Vinyard joined TFR Enterprises, Inc. in June of 2015 as a field supervisor and his enthusiasm for quality and efficiency quickly led him into the role of Project Manager for emergency debris management. Mr. Vinyard has 20 years of hands-on experience with all types of heavy equipment, specialized machinery, and commercial trucks. His experience in operating and repair and maintenance of all types of equipment is invaluable in managing daily operations of emergency debris removal projects. Steven's positive attitude, willingness to help others, and clear communication skills naturally lead others to reach maximum potential in safety, production, and quality. Mr. Vinyard has participated in the successful management of more than 30 contract task orders responding to a variety of natural disasters such as hurricanes, floods, tornados, and straight-line winds. Mr. Vinyard's experience has allowed him to become proficient in FEMA guidelines on eligibility for the right of way debris removal, hazardous leaners and hangers, stumps, right of entry requirements for private property debris removal and waterway debris removal, exceptions for gated community access as well as locating, permitting, setting up and site remediation for temporary debris management sites.

Mel Utterback, Project Manager

Melvin Utterback became an integral part of the TFR Team in 2004 when he came on board to assist in the clean-up efforts following Hurricane Ivan. TFR was called upon for immediate support in debris removal and hazardous tree trimming at the Naval Air Station (NAS) Pensacola. Mel proved to be a capable self-loading grapple truck operator, as well as an excellent equipment operator with effective leadership skills. With the specialized skills and teamwork attitude that Mel possesses, he earned a swift promotion to Project Manager for TFR. After Katrina hit the Mississippi-Louisiana coast in 2005, Mel was called to the lead at Gulfport Navy Base and Belle Chase Naval Air station in New Orleans. Conditions at the bases were extremely primitive, Mel and his team slept on the ground for 6 weeks while building a man cap out of a golf course for the military and Seabees. Because of his accurate documentation, strict adherence to Job Safety Analysis and Zero Defects, Mel is TFR's go-to Senior Project Manager for Federal Contracts and Military installations. Mr. Utterback has the ability to successfully lead debris management crews in all operations; debris hauling, ROW emergency push, hazardous tree work, large and multiple debris site management, and grinding operations to load and haul out and final disposal. Mel has successfully managed emergency debris projects for TFR for over 16 years and has had zero recordable injuries throughout his tenure with the company. Mr. Utterback's effective communication skills and experience with critical logistics planning continues to earn him excellent project evaluations from Emergency Debris Management contracts managed under his direction.

Roger Barfield, Fleet/Safety Manager

Barfield joined TFR Enterprises, Inc., in 2016 following a successful employment for a Heavy Highway Construction Firm out of Texas. As a safety manager in civil construction, Roger gained valuable knowledge in all aspects of Occupational Health and Safety and Project Supervision. Roger was specifically tasked with implementing road detours, road closures, bridge closures, high traffic maintenance, and direction/diversion of traffic. This experience makes him the TFR expert on ROW safety. Mr. Barfield recruits, trains, and manages all

maintenance of traffic crews for TFR Department of Transportation jobs nationwide as well as flaggers on city and county projects. Roger spent several months in deteriorated conditions in Puerto Rico in response to Hurricane Maria devastating the island. He was the safety manager for debris operations for the entire eastern quadrant of the island. His supervision led to a successful zero injury and zero-incident record for that project. Roger has also served as administrator and project supervisor on 4 military bases. His position on other storm recovery contracts includes quality assurance, safety, traffic maintenance, and project superintendent.

Mike Mejia, Service Manager

Mike Mejia joined TFR Enterprises, Inc in 2008 after Hurricane Ike made landfall in Texas. Mr. Mejia has 12 years of experience performing equipment repairs and maintenance. The specialized fleet owned by TFR Enterprises requires Mike to have an in-depth knowledge of every type of equipment from Self-Loading Knuckleboom trucks to Diamond Z 1463 Tub Grinders. Mike can design and fabricate any part for any machine in our fleet during emergency debris operations, ensuring minimal to no downtime. Mike leads the maintenance crews both on-site during disaster response and in-house at the TFR Headquarters where the fleet is maintained and repaired when not responding to disasters. Mike also orders all inventory of critical replacement parts for key components as well as shop supplies and specialty tools. He also sets the priorities and schedules of equipment repairs and maintenance for all in-house mechanics. Mike oversees safety and housekeeping in the TFR shop and has successfully managed zero injuries or incidents in the last 5 years.

Tiffany Jean, Contract Manager

Tiffany Jean joined TFR Enterprises, Inc after graduating from Texas A&M University in 2007. She has more than 13 years of Contract Quality Control experience where her attention to detail and responsiveness is extraordinary and her value within the organization is unparalleled. Mrs. Jean handles all contract documentation, all city, county, and state registrations throughout the United States. Tiffany ensures field documentation on debris removal projects follows contract requirements and the Quality Control Plan for FEMA reimbursement. She stays abreast of FEMA changes in policy while maintaining excellent ongoing relationships with all TFR's clients. This experience has proven invaluable in complying with federal regulations required by Emergency Debris Removal contract performance and documentation to receive FEMA reimbursements.

Victoria Balak, Contract Administrator

Since joining TFR in 2021 Mrs. Balak has been responsible for all aspects of office personnel and communications. She is responsible for the oversight of bid and contract documentation and management and serves as the key administrative contact in the home office for project supervisors in need of additional resources in the field, such as equipment-rental, fuel companies, sub-contractors, local temporary labor agencies, etc. Mrs. Balak also represents TFR Enterprises at national trade shows and conferences, exhibiting the company's services and capabilities.

Laura Moxley, Project Administrator

Laura Moxley joined TFR Enterprises, Inc. in 2021, as part of the Project Management team. Mrs. Moxley's previous 15 years of experience in the insurance industry has assisted in preparation to contribute her strong detailed orientated, organization, and multitasking skills, in order to achieve and meet deadlines, as needed for the team. Mrs. Moxley facilitates administrative duties pertinent to projects to include invoicing, field communications, ordering of supplies. She continues to enhance and keep well versed in FEMA changes in governance and guidelines.

Sally Wallace, Human Resources/Accounts Payable

Sally Wallace joined TFR Enterprises, Inc. in February of 2018. She has over 20 years of experience in Accounting, HR, Payroll serving as both a Full Charge Bookkeeper and Office Manager. She has experience in certified payroll for multiple jobs and has effectively handled an increase in employee count from 18 employees

to 160 employees in less than two weeks when disasters strike. Sally also participates in continuing education classes to remain in compliance with DOT regulations for onboarding of CDL drivers and assists our fleet department and project management to ensure employee training and documentation of training is current.

Division of Responsibilities

President/Chief Operating Officer

The President will provide financial resources, equipment, and personnel in support of the project. Supports and invests authority and oversight to Operations Manager, Operations Planner, Safety Officer, Quality Control Officer, Environmental Officer, and Health and Safety Officer.

Vice President/Director of Operations

Has authority to commit Corporation, sign contracts, and modifications. The Vice President/Director of Operations will report to the President and be liaisons between the Company personnel and Client Representative. The DOO is responsible for contract interpretation and application to Company personnel, and implementation of Scope of Work.

Operations Manager

The Operations Manager will report to the Director of Operations and Vice President. Has complete responsibility and authority for project execution and serves as the Client's point of contact regarding project operations, budget, safety, and schedule. It is the Operations Manager's obligation to maintain a high level of communication with the Client Representative to ensure their knowledge and in agreement with all aspects of the operations.

Safety Officer

Safety Officer will report to both the President and Operations Manager. Has complete responsibility and authority over all safety issues at all levels of contract performance including the power to unilaterally alter, suspend and/or halt any operation or portion thereof that endangers or potentially endangers life, health, and safety or threatens the protection of the environment. Includes documentation, daily reporting requirements, communication, and conducting onsite training and inspections.

Quality Control Officer (Program Manager)

The quality Control Officer will report to the Operations Manager. Has complete responsibility and authority over matters relating to contract Scope of Work adherence and assignments of QC personnel to field crews. Includes documentation, daily reporting requirements, and communications.

Environmental Manager

Environmental Manager will report to the Operations Manager. Has complete responsibility and authority over matters relating to compliance with environmental regulations and requirements, permitting, and site inspection and approval. Includes documentation, daily reporting requirements, and communications.

Operations Planner

The Operations Planner will report to the Operations Manager, responsible for day-to-day operations, including waste stream documentation, daily reporting requirements, communications, enforcement of Scope of Work, and oversight of Load and Haul and Site Managers.

Project Manager

The Project Managers will report to the Operations Manager, responsible for waste stream documentation, daily reporting requirements, communications, enforcement of the Scope of Work, and oversight of Right of Way crews and Crew Foremen.

Site Manager

Site Manager will report to a Project Manager, responsible for waste stream documentation, daily reporting requirements, communications, enforcement of Scope of Work, and oversight of functions such as site entry and separation activities, debris reduction activities, White Goods/e-waste/HHW material separation and handling and C&D sorting, separating, and recycling activities as well as general site management.

Tipton Rowland
President/Chief Executive Officer

601 Leander Drive
Leander, Texas 78641
M: (281) 731-4398

Introduction

Tipton Rowland founded TFR Enterprises, Inc. in 1989. A disaster services division was added in 1992 to include debris management following disasters such as hurricanes, floods, ice storms, tornados, and earthquakes. Projects that have been undertaken and completed under his supervision include Vegetative and C&D Debris Removal from Rights-of-Way and streams and canals, Temporary Debris Storage and Reduction Site (TDSRS) management, weed and brush control services, tree pruning, trimming and removal services, mulch and compost production services, vegetative debris incineration (Open Burn and Air Curtain), vegetative reduction by grinding, separation and recycling of C&D debris and demolition of residential structures. Mr. Rowland has overseen 250+ separate disaster response projects, which were federally funded by the Federal Emergency Management Agency (FEMA). By providing “hands-on” oversight as President and Chief Executive Officer of TFR Enterprises, Inc., he has successfully performed as damage assessment evaluator, cost proposal estimator, project supervisor, safety, and compliance officer, and has assisted in interacting with local government officials in developing debris management policies in compliance with State and Federal (FEMA) reimbursement regulations.

Recent Notable Events & Projects

Event	Project	Year
Hurricane Ida	City of Bogalusa	2021
Hurricane Ida	Village of Folsom	2021
Hurricane Ida	Town of Madisonville	2021
Ice Storm	KYTC	2021
Ice Storm	City of Corpus Christi, TX	2021
Ice Storm	City of Oklahoma City, OK	2021
Ice Storm	City of Enid, OK	2020
Ice Storm	City of Blanchard, OK	2020
Hurricane Zeta	Hancock County, MS	2020
Ice Storm	City of Norman, OK	2020
Hurricane Zeta	City of Citronelle, AL	2020
Hurricane Laura	City of Eunice	2020
Hurricane Laura	City of Bastrop, LA	2020
Hurricane Laura	Louisiana DOT	2020
Hurricane Dorian	North Carolina DOT	2019
Hurricane Florence	North Carolina DOT	2018
Hurricane Maria	Puerto Rico DTOP	2017
Hurricane Irma	Florida DOT	2017
Disaster Debris Management Projects		1992-2015

Areas of Expertise

- Director of Debris Management
- TDSR Site Locating
- Pricing of Proposals
- Negotiating Contract Terms
- Maintaining relationships with subcontractors, clients, suppliers, and vendors

Julie Rowland
Chief Financial Officer

julier@tfrinc.com

601 Leander Drive
Leander, Texas 78641
M: (512) 751-9799

Introduction

Julie Rowland joined TFR Enterprises, Inc. in 1989 and came on board full time after graduating from the University of Memphis with a bachelor's degree. She has been involved in the overall well-being of the company since its formation. Julie has 30 years of experience in Debris Management Operations. She possesses the ability to effectively manage on-site and off-site project personnel and operations management. Julie monitors key metrics on projects and immediately acts to rectify any inefficiencies. Julie has strong relationships with customers, subcontractors, vendors, monitoring firms, and suppliers. Transparency and open communication are key to a successful emergency debris removal contract and that is Mrs. Rowland's approach. Her leadership and ability to work in fast-paced environments make her an important asset on disaster projects. Applying lessons learned from 30 years of involvement in hundreds of projects, she has put processes and procedures in place to ensure compliance and reduce or eliminate the possibility of deficiencies. Her experience in the management of debris removal operations is unparalleled in the industry.

Recent Notable Events & Projects

Event	Project	Year
Hurricane Ida	City of Bogalusa	2021
Hurricane Ida	Village of Folsom	2021
Hurricane Ida	Town of Madisonville	2021
Ice Storm	KYTC	2021
Ice Storm	City of Choctaw, OK	2021
Ice Storm	Oklahoma City, OK	2021
Derecho	City of Cedar Rapides, IA	2020
Hurricane Zeta	ALDOT	2020
Hurricane Zeta	City of Citronelle, AL	2020
Hurricane Sally	City of Robertsdale, AL	2020
Hurricane Laura	Louisiana DOT	2020
Texas Floods	Lee & Llano Counties, TX	2019
Texas Floods	TXDOT- Kingsland	2018
Hurricane Michael	Tyndall Air Force Base, FL	2018
Hurricane Florence	Onslow County, North Carolina DOT	2018
Hurricane Irma	City of Plantation, FL	2017
Hurricane Irma	City of Homestead, FL	2017
Hurricane Maria	Puerto Rico, DTOP	2017
Hurricane Irma	Turnpike, Florida DOT	2017
Disaster Debris Management Projects		1992-2016

Education/Certifications

- Bachelor of Arts- Communications, University of Memphis
- FEMA IS: 035, 037, 100, 101, 700, Debris Management Planning for State, Tribal, and Local Officials
- GHC TS 10: Debris Management & Monitoring RFPs

Drake Rowland
Environmental Manager

Draker@tfrinc.com

601 Leander Drive
Leander, Texas 78641
M: (512) 569-4605

Introduction

Drake Rowland is the son of the owner Tipton Rowland. He has been working at TFR since he was in high school spending his summers assisting in any way possible. Drake has first-hand experience from the ground up with all aspects of TFR's work. From assisting our mechanics to running job sites Drake has seen it all. He also graduated from Texas A&M University in 2018 with his Bachelor's in Mechanical Engineering. Since then, he has worked full time at TFR as the Environmental Manager. In this role he has performed client outreach, ensured TFR compliance with all regulations, and other roles to help TFR run smoothly and grow as a company. Drake has extensive knowledge of the industry and knows what it takes to get the job done efficiently and correctly.

Recent Notable Events & Projects

Event	Project	Year
Texas Floods	Kingsland, Llano Co., Lee Co., TXDOT	2018
Hurricane Michael	Tyndall Air Force Base, FL	2018
Hurricane Florence	Camp Lejeune, NC	2018
Hurricane Florence	Brunswick, Sampson, Duplin, Onslow, NCDOT	2018
Hurricane Harvey	Victoria, Nueces, and Harris Counties, TXDOT	2017
California Mudslide	San Bernardino, CA (USACE)	2017
Hurricane Irma	Miami-Dade, FL	2017
Hurricane Matthew	District 5, Florida DOT	2016
Louisiana Floods	District 03 & 61, Louisiana DOT	2016
Texas Floods	San Marcos & Wimberly, TX	2015

Education/Certifications

- Bachelor of Science-Mechanical Engineering, Texas A&M University
- FEMA IS: 005, 100, and 200.
- USACE: Construction Quality Management for Contractors, #784
- OSHA 40-Hour HAZWOPER Training
- CPR Certified

Kevin Rolison
Project Manager
Kevin@tfrinc.com
601 Leander Drive
Leander, Texas 78641
M: (512) 944-8766

Introduction

Mr. Rolison joined TFR Enterprises, Inc. in 2002 and immediately began taking a very hands-on approach in debris removal operations. He started as a grapple truck operator and is now a seasoned Operations Manager. He has deployed to more than 80 emergency debris removal projects for federal, state, and local government entities. Before joining TFR, Kevin had 10 years of heavy equipment and commercial truck driving experience. In 2004, Mr. Rolison served as project manager on various projects resulting from Hurricanes Charley, Frances, Jeanne, and Ivan in the state of Florida. In 2005 after Hurricane Katrina, Kevin deployed to Louisiana and worked as a Project Manager for Belle Chase Military Base. In 2006, he deployed immediately to Texas after Hurricane Rita where he continued as a Project Manager, working simultaneously in 6 counties. His strong verbal and written communication skills, leadership skills, experience, and diplomacy quickly promoted him to project Operations Manager. Mr. Rolison's tenure enables him to easily estimate cubic yardage at a historically accurate level, create an operational plan and efficiently execute it for a successful response to complex and diverse debris removal projects caused by natural and manmade disasters.

Recent Notable Events & Projects

Event	Project	Year
Ice Storm	KYTC	2021
Hurricane Laura	Louisiana DOT	2020
Maintenance Contract	Montague County, TXDOT	2020
Hurricane Isaias	City of Corpus Christi, TX	2020
Hurricane Dorian	Beaufort, NC	2019
Hurricane Florence	Duplin, Onslow, Pender, Sampson (NCDOT)	2018
Hurricane Irma	Florida DOT, District 5	2017
Hurricane Harvey	Victoria, TXDOT	2017
Hurricane Matthew	City of Port St. Lucie, FL	2016
Louisiana Floods	Louisiana DOT	2016
Texas Floods	Fort Bend County, TX	2015
Colorado Floods	Larimer County, CO	2014
Arkansas Ice Storm	Saline County, AR	2013
Disaster Debris Management Projects		2002-2012

Education/Certifications

- FEMA IS: 020, 035, 230, 632, 633.
- DOT: 101 Safety Compliance Training, Supervisor Training
- FLDOT: Maintenance of Traffic (MOT) Advanced Course
- USACE: 30 Hour Construction Safety
- Texas: Registered Flagger
- Level 1 Antiterrorism Awareness Training
- Project Management Workshop
- 60/60 DOT Supervisor Training

Melvin Utterback
Project Manager
Mel@tfrinc.com
601 Leander Drive
Leander, Texas 78641
M: (606) 776-9782

Introduction

Melvin Utterback became an integral part of the TFR Team in 2004 when he came on board to assist in the clean-up efforts following Hurricane Ivan. TFR was called upon for immediate support in debris removal and hazardous tree trimming at the Naval Air Station (NAS) Pensacola. Mel proved to be a capable self-loading grapple truck operator, as well as an excellent equipment operator with effective leadership skills. With the specialized skills and teamwork attitude that Mel possesses, he earned a swift promotion to Project Manager for TFR. After Katrina hit the Mississippi-Louisiana coast in 2005, Mel was called to the lead at Gulfport Navy Base and Belle Chase Naval Air station in New Orleans. Conditions at the bases were extremely primitive, Mel and his team slept on the ground for 6 weeks while building a man cap out of a golf course for the military and Seabees. Because of his accurate documentation, strict adherence to Job Safety Analysis, and Zero Defects, Mel is TFR's go-to Senior Project Manager for Federal Contracts and Military installations. Mr. Utterback can successfully lead debris management crews in all operations; debris hauling, ROW emergency push, hazardous tree work, large and multiple debris site management, and grinding operations to load and haul out and final disposal. Mel has successfully managed emergency debris projects for TFR for over 17 years and has had zero recordable injuries throughout his tenure with the company. Mr. Utterback's effective communication skills and experience with critical logistics planning continue to earn him excellent project evaluations from Emergency Debris Management contracts managed under his direction.

Recent Notable Events & Projects

Event	Project	Year
Ice Storm	KYTC	2021
Hurricane Zeta	Dallas County, ALDOT	2020
Hurricane Laura	Louisiana DOT	2020
Hurricane Dorian	Carteret, Craven, Jones, Pamlico NCDOT	2019
Hurricane Dorian	Town of Beaufort, NC	2019
Hurricane Michael	Tyndall Air Force Base, FL	2018
Hurricane Florence	Cherry Point Marine Air Base, NC	2018
Hurricane Florence	Camp Lejeune US Marine Air Base, NC	2018
Hurricane Irma	Plantation & Homestead, FL	2017
Hurricane Irma	Miami-Dade, FL	2017
Hurricane Matthew	District 5, FLDOT	2016
Severe Ice Storm	City of Tulsa, OK	2007
Hurricane Katrina	Gulfport, MS Naval Base	2005
Hurricane Katrina	New Orleans, LA Belle Chase	2005
Hurricane Ivan	Pensacola, FL Navy Base	2004

Rigoberto Mejia
Operations Planner/Project Manager

Rigo@tfrinc.com

601 Leander Drive
Leander, Texas 78641
M: (512) 779-7722

Introduction

Mr. Mejia joined TFR Enterprises, Inc., in 2008 after Hurricane Ike made landfall in Texas. Rigo's on-site experience since joining TFR includes emergency debris operations responding to hurricanes, ice storms, floods, fires, tornados, and mudslides. With experience working in all phases of debris management such as hauling, grinding, equipment operations, tree trimming and removal, waterway debris removal, site set-up (permitting) and restoration, equipment repairs, managing personnel and subcontractors, and more. Well-versed in field and site operations, he has become a veteran operations planner. Rigo worked with USACE on LA Division Basin and Channel Debris Removal after the mudslides in 2017. Rigo attends pre-event readiness meetings with clients annually and assists with the creation of debris management plans as needed. When TFR is not on an active project, Rigo spends his time at Austin headquarters taking inventory and assessing equipment needs. He schedules maintenance and repairs, orders necessary inventory of critical stock parts so that equipment can be immediately repaired to avoid downtime during a debris recovery project. He keeps open communication with subcontractors to retain critical relationships even while no contracts are active. He has responded to more than 28 federally declared disasters and has a vast knowledge of debris removal operations, equipment, and FEMA guidelines.

Recent Notable Events & Projects

Event	Project	Year
Hurricane Ida	City of Bogalusa	2021
Hurricane Ida	Village of Folsom	2021
Hurricane Ida	Town of Madisonville	2021
Severe Weather Event	Texas Dept. of Transportation	2021
Derecho	City of Cedar Rapids, IA	2020
Hurricane Laura	Louisiana DOT	2020
Hurricane Dorian	Beaufort, NC	2020
TX Floods	Kingsland, TXDOT	2018
California Mudslide	Santa Barbara, CA (USACE)	2018
Hurricane Maria	Puerto Rico DTOP	2017
Hurricane Irma	Miami-Dade County Parks & Recreation, FL	2017
Hurricane Irma	City of Homestead, FL	2017
Hurricane Matthew	City of Port St. Lucie, FL	2016
Hurricane Matthew	District 2, FLDOT	2016
TX Floods	Fort Bend County, TX	2016
Oklahoma Ice Storm	City of Edmond, OK	2015
TX Floods	Hays County, San Marcos, Wimberley, TX	2015
Tennessee Ice Storm	Overton County, TN	2015
Disaster Debris Management Projects		2008-2014

Education/Certifications

- FEMA IS: 021, 035, 101.
- FLDOT: Maintenance of Traffic (MOT) Advanced Course
- OSHA: Occupations Safety and Health in Construction
- USACE: Construction Quality Management for Contractors #784

Steven Vinyard
Project Manager
Steven@tfrinc.com
601 Leander Drive
Leander, Texas 78641
M: (254) 396-2995

Introduction

Steven Vinyard joined TFR Enterprises, Inc. in June of 2015 as a field supervisor and his enthusiasm for quality and efficiency quickly led him into the role of Project Manager for emergency debris management. Mr. Vinyard has more than 20 years of hands-on experience with all types of heavy equipment, specialized machinery, and commercial trucks. His experience in operating, repairing, and maintaining all types of equipment is invaluable in managing daily operations of emergency debris removal projects. Steven's positive attitude, willingness to help others and clear communication skills naturally lead others to reach maximum potential in safety, production, and quality. Mr. Vinyard has participated in the successful management of more than 30 contract task orders responding to a variety of natural disasters such as hurricanes, floods, tornados, and straight-line winds. Mr. Vinyard's experience has allowed him to become proficient in FEMA guidelines on eligibility for the right of way debris removal, hazardous leaners and hangers, stumps, right of entry requirements for private property debris removal and waterway debris removal, exceptions for gated community access as well as locating, permitting, setting up and site remediation for temporary debris management sites.

Recent Notable Events & Projects

Event	Project	Year
Hurricane Ida	City of Bogalusa	2021
Hurricane Ida	Village of Folsom	2021
Hurricane Ida	Town of Madisonville	2021
Hurricane Laura	Louisiana DOT	2020
Hurricane Dorian	Carteret, Craven, Jones & Pamlico Counties, NCDOT	2020
Hurricane Michael	Donaldsonville, GA	2019
Hurricane Michael	Tyndall Air Force Base, FL	2018
Hurricane Florence	Camp Lejeune & Cherry Point, NC Military Bases	2018
Texas Floods	Lee County, Texas DOT	2018
Hurricane Irma	Florida Turnpike, Florida DOT	2017
Hurricane Irma	City of Homestead, FL	2017
Hurricane Harvey	City of Port Aransas, TX	2017
Hurricane Harvey	Harris County, Victoria & Port Lavaca, TXDOT	2017
Hurricane Matthew	City of Raleigh, NC	2016
Hurricane Matthew	City of Port St. Lucie, FL	2016
Hurricane Matthew	District 5, Florida DOT	2016

Education/Certifications

- FEMA IS: 035, 037, 317, and 321.
- FLDOT: Temporary Traffic Control (TTC) Advanced Course
- USACE: Construction Quality Management for Contractors #784
- Level 1 Antiterrorism Awareness Training
- CPR Certified

Juan (Mike) Mejia
Service Manager
Mike@tfrinc.com
601 Leander Drive
Leander, Texas 78641
M: (512) 944-4327

Introduction

Mike Mejia joined TFR Enterprises, Inc in 2008 after Hurricane Ike made landfall in Texas. Mr. Mejia has 12 years of experience performing equipment repairs and maintenance. The specialized fleet owned by TFR requires Mike to have an in-depth knowledge of every type of equipment from Self-Loading Knuckleboom trucks to Diamond Z 1463 Tub Grinders. Mike can design and fabricate any part for any machine in our fleet during emergency debris operations, ensuring minimal to no downtime. Mike leads the maintenance crews both on-site during disaster response and in-house at the TFR Headquarters where the fleet is maintained and repaired when not responding to disasters. Mike also orders all inventory of critical replacement parts for key components as well as shop supplies and specialty tools. He also sets the priorities and schedules of equipment repairs and maintenance for all in-house mechanics. Mike oversees safety and housekeeping in the TFR shop and has successfully managed zero injuries or incidents in the last 5 years.

Recent Notable Events & Projects

Event	Project	Year
Ice Storm	KYTC	2021
Ice Storm	City of Corpus Christi	2021
Hurricane Zeta	Hancock County, MS	2020
Hurricane Laura	City of Beaumont, TX	2020
Hurricane Laura	Louisiana DOT	2020
Hurricane Dorian	Sampson County, North Carolina DOT	2019
Hurricane Florence	Columbus County, NC	2019
Texas Floods	Llano County, TX	2018
Texas Floods	Kingsland, Llano Co., Lee Co., Texas DOT	2018
Hurricane Michael	Tyndall Air Force Base, FL	2018
Hurricane Harvey	Port Aransas, TX	2017
Hurricane Harvey	Victoria, Nueces, and Harris Counties, Texas DOT	2017
Hurricane Irma	Plantation & Homestead, FL	2017
Hurricane Irma	Miami-Dade, FL	2017
Hurricane Matthew	Port St. Lucie, FL	2016
Hurricane Matthew	District 5, Florida DOT	2016
Louisiana Floods	District 03 & 61, Louisiana DOT	2016
Texas Floods	San Marcos & Wimberly, TX	2015
Texas Floods	University of Texas – Wimberly	2015
Severe Ice Storm	City of Norman, OK	2014
Severe Storms & Flooding	Larimer County, CO	2013
Severe Storms & Flooding	Weld County, CO	2013
Severe Storms & Flooding	Longmont, CO	2013
Severe Storms & Flooding	Larimer County, CO	2013
Tornado	Oklahoma City, OK	2013
Tornado	Cleveland County, OK	2013
Wildfire	Bastrop County, TX	2011

Roger Barfield
Fleet Manager/Safety Manager

Roger@tfrinc.com

601 Leander Drive
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M: (407) 868-0568

Introduction

Mr. Barfield joined TFR Enterprises, Inc., in 2016 following successful employment for a Heavy Highway Construction Firm out of Texas. As a safety manager in civil construction, Roger gained valuable knowledge in all aspects of Occupational Health and Safety and Project Supervision. Roger was specifically tasked with implementing road detours, road closures, bridge closures, high traffic maintenance, and direction/diversion of traffic. This experience makes him the TFR expert on ROW safety. Mr. Barfield recruits, trains, and manages all maintenance of traffic crews for TFR Department of Transportation jobs nationwide as well as flaggers on city and county projects. Roger spent several months in deteriorated conditions in Puerto Rico in response to Hurricane Maria devastating the island. He was the safety manager for debris operations for the entire eastern quadrant of the island. His supervision led to a successful zero injury and zero-incident record for that project. Roger has also served as administrator and project supervisor on 4 military bases. His position on other storm recovery contracts includes quality assurance, safety, traffic maintenance, and project superintendent.

Recent Notable Events & Projects

Event	Project	Year
Ice Storm	KYTC	2021
Hurricane Laura	City of Bastrop, LA	2020
Hurricane Laura	Louisiana DOT	2020
Maintenance Contract	Montague County, Texas DOT	2020
Hurricane Dorian	Pamlico, Carteret, Craven, and Jones, NCDOT	2019
Hurricane Dorian	Parris Island, SC	2019
Hurricane Dorian	Beaufort County, NC	2019
Hurricane Dorian	Pender County, NC	2019
ROW Trimming	Marshall County, Texas DOT	2019
ROW Debris Removal	Bastrop County, TX	2019
Hurricane Michael	Donaldsonville, GA	2019
Hurricane Michael	Tyndall Air Force Base, FL	2018
Hurricane Florence	Camp Lejeune, Cherry Point, NC	2018
Hurricane Florence	Brunswick, Duplin, and Onslow Counties, NCDOT	2018
Hurricane Florence	Pender, Columbus, and Sampson Counties, NCDOT	2018
Hurricane Harvey	Victoria, Nueces, and Harris Counties, Texas DOT	2017
Hurricane Maria	Puerto Rico DTOP	2017
Hurricane Irma	St. John County, FL	2017
Hurricane Irma	District 2, Florida DOT	2017
Hurricane Irma	Turnpike, Florida DOT	2017
Hurricane Matthew	District 5, Florida DOT	2016
Hurricane Hermine	District 3, Florida DOT	2016

Education/Certifications

- Florida Department of Transportation, Approved Temporary Traffic Control (TTC) Advanced Course
- FEMA IS: 010, 011, 035, 037, 100, 660, and 700.

Sharon Lyell
Operations Manager
Sharon@tfrinc.com
601 Leander Drive
Leander, Texas 78641
M: (512) 576-3000

Introduction

Sharon Lyell has 30 years of experience in successful project management and quality control. As TFR's Operations Manager, Mrs. Lyell is fully committed to the successful operations of all projects by ensuring safe and efficient productivity for every client. She has established detailed quality control procedures and measures for all aspects of performance which encompasses both office and field operations to ensure that key metrics are met or exceeded. She has successfully overseen field operations and administration of more than one hundred thirty projects during TFR's contract performance over the past 15 years, ensuring subcontractor conformity and project reimbursement documentation compliance for FEMA funding. She builds and maintains excellent working relationships with hundreds of qualified debris hauling and hazardous tree removal subcontractors nationwide. Sharon ensures that subcontractors are trained annually on TFR's procedures and FEMA eligibility, guidelines, and policies. Sharon has the authority to stop work for quality issues &/or non-compliance. Sharon has extensive training and experience in quality control, quality assurance, zero defects, and process improvements. This experience has proven invaluable in assuring full compliance with Public Assistance Program and Policies throughout Emergency Debris Removal Contract performance. Sharon continually reviews FEMA policies and stays abreast of changes to policies to ensure complete satisfaction and 100% of eligible funding for applicants.

Recent Notable Events & Projects

Event	Project	Year
Hurricane Ida	City of Bogalusa	2021
Hurricane Ida	Village of Folsom	2021
Hurricane Ida	Town of Madisonville	2021
Ice Storm	KYTC	2021
Ice Storm	City of Oklahoma City, OK	2021
Hurricane Zeta	City of Citronelle, AL	2020
Hurricane Beta	City of Beaumont, TX	2020
Hurricane Laura	City of Eunice, LA	2020
Hurricane Laura	City of Bastrop, LA	2020
Hurricane Laura	Louisiana DOT	2020
Hurricane Dorian	Beaufort County, NC	2019
Hurricane Dorian	Duplin, Onslow, Pender, Sampson Counties, NCDOT	2019
Disaster Debris Management Projects		2006-2018

Education/Certifications

- FEMA IS:037, Debris Management Planning for State, Tribal & Local Officials
- FEMA IS:037.19 Managerial Health & Safety
- USACE: Construction Quality Management for Contractors #784
- DOT: Required Safety Management Controls & Federal Motor Carrier Safety Admin Compliance
- Joint Chiefs of Staff - Level 1 Antiterrorism Awareness Training
- Project Management Workshop
- CPR Certified

Laura Moxley
Project Administrator

laura@tfrinc.com
601 Leander Drive
Leander, TX 78641
M: (512) 294-4640

Introduction

Laura Moxley joined TFR Enterprises, Inc. in 2021, as part of the Project Management team. Mrs. Moxley's previous 15 years of experience in the insurance industry has assisted in preparation to contribute her strong detailed orientated, organization, and multitasking skills, to achieve and meet deadlines, as needed for the team. Mrs. Moxley facilitates administrative duties pertinent to projects to include invoicing, field communications, and ordering of supplies. She continues to enhance and keep well versed in FEMA changes in governance and guidelines.

Notable Events & Projects

Event	Project	Year
Hurricane Ida	City of Bogalusa	2021
Hurricane Ida	Village of Folsom	2021
Hurricane Ida	Town of Madisonville	2021
Ice Storm	KYTC	2021
TXDOT	Fredericksburg – Gillespie County	2021
Ice Storm	City of Oklahoma City, OK	2021
Derecho	Iowa Department of Homeland Security	2020
Ice Storm	City of Blanchard, OK	2020
Ice Storm	City of Norman, OK	2020
Ice Storm	City of Enid, OK	2020
Hurricane Laura	Louisiana DOT	2020
Hurricane Laura	Rapides Parish, LA	2020
Hurricane Laura	City of Bastrop, LA	2020
Hurricane Laura	City of Eunice, LA	2020
Hurricane Laura	City of Ruston, LA	2020

Education/Certifications

- Bachelor of Science– Merchandising, Stephen F. Austin State University
- FEMA IS: 0700.b, 00005.a, and 00100.c.
- CPR Certified

Tiffany Jean
Contract Manager
Tiffany@tfrinc.com
 601 Leander Drive
 Leander, Texas 78641
 M: (512) 565-0710

Introduction

Tiffany Jean joined TFR Enterprises, Inc after graduating from Texas A&M University in 2007. She has more than 13 years of Contract Management experience where her attention to detail and responsiveness is extraordinary and her value within the organization is unparalleled. Mrs. Jean handles all contract documentation, all city, county, and state registrations throughout the United States. Tiffany ensures field documentation on debris removal projects follows contract requirements and the Quality Control Plan for FEMA reimbursement. She stays abreast of FEMA changes in policy while maintaining excellent ongoing relationships with all TFR’s clients. This experience has proven invaluable in complying with federal regulations required by Emergency Debris Removal contract performance and documentation to receive FEMA reimbursements.

Recent Notable Events & Projects

Event	Project	Year
Ice Storm	KYTC	2021
Ice Storm	City of Oklahoma City, OK	2021
Ice Storm	City of Choctaw, OK	2021
Ice Storm	City of Corpus Christi, TX	2021
Hurricane Zeta	Hancock County, MS	2020
Ice Storm	City of Enid, OK	2020
Ice Storm	City of Blanchard, OK	2020
Ice Storm	City of Norman, OK	2020
Derecho	Iowa Department of Homeland Security	2020
Hurricane Zeta	ALDOT	2020
Hurricane Zeta	City of Citronelle, AL	2020
Hurricane Sally	City of Robertsdale, AL	2020
Hurricane Laura	City of Eunice, LA	2020
Hurricane Laura	City of Bastrop, LA	2020
Hurricane Laura	Rapides Parish, LA	2020
Hurricane Laura	Louisiana DOT	2020
Hurricane Dorian	Beaufort County, NC	2019
Hurricane Dorian	Duplin, Onslow, Pender, Sampson Counties, NCDOT	2019
Texas Floods	Kingsland, Llano Co., Lee Co., TXDOT	2018
Hurricane Michael	Tyndall Air Force Base, FL	2018
Emergency Debris Management Projects		2007-2017

Education/Certifications

- Bachelor of Arts- History, Texas A&M University
- FEMA IS: 001, 005, 035, 100, 200, 800, 906, 907, and 909.
- USACE: Construction Quality Management for Contractors, #784
- Project Management Workshop
- DOT Compliance Workshops: Audit Survival, Driver Qualification Files, Hours of Service, Maintenance Management, Accident Reporting, Supervisor Drug and Alcohol
- GHC TS 10: Debris Management
- CPR Certified

Sally Wallace
Human Resources/Driver Compliance

sally@tfrinc.com

601 Leander Drive
Leander, Texas 78641
M: (512) 931-9031

Introduction

Sally Wallace joined TFR Enterprises, Inc. in February of 2018. She has over 20 years of experience in Accounting, HR, Payroll serving as both a Full Charge Bookkeeper and Office Manager. She has experience in certified payroll for multiple jobs and has effectively handled an increase in employee count from 18 employees to 160 employees in less than two weeks when disasters strike. Sally also participates in continuing education classes to remain in compliance with DOT regulations for onboarding of CDL drivers and assists our fleet department and project management to ensure employee training and documentation of training is current.

Notable Events & Projects

Event	Project	Year
Hurricane Ida	City of Bogalusa	2021
Hurricane Ida	Village of Folsom	2021
Severe Weather	TXDOT- Kingsland	2021
Ice Storm	KYTC	2021
Ice Storm	City of Corpus Christi, TX	2021
Ice Storm	City of Oklahoma City, OK	2021
Ice Storm	City of Enid, OK	2020
Ice Storm	City of Blanchard, OK	2020
Hurricane Sally	City of Robertsdale, AL	2020
Hurricane Zeta	Hancock County, MS	2020
Ice Storm	City of Norman, OK	2020
Hurricane Zeta	City of Citronelle, AL	2020
Hurricane Zeta	Dallas County, Alabama DOT	2020
Hurricane Beta	City of Beaumont, TX	2020
Hurricane Laura	Rapides Parish, LA	2020
Hurricane Laura	City of Rustin, LA	2020
Hurricane Laura	Louisiana DOT	2020
Hurricane Harvey	City of Ingleside, TX	2019
Tropical Storm Imelda	City of Beaumont, TX	2019
Hurricane Dorian	Beaufort County, NC	2019
Hurricane Dorian	Duplin, Onslow, Pender, Sampson Counties, NCDOT	2019
ROW Trimming	Marshall, Texas DOT	2019
ROW Debris Removal	Bastrop, TX	2019
Hurricane Michael	Donaldsonville, TX	2019
Texas Floods	Llano County, TX	2018
Texas Floods	Kingsland, Llano Co., Lee Co., Texas DOT	2018
Hurricane Michael	Tyndall Air Force Base, FL	2018
Hurricane Florence	Camp Lejeune & Cherry Point, NC	2018
Hurricane Florence	Brunswick, Sampson, Duplin, Onslow, NCDOT	2018

Education/Certifications

- Bachelor of Management, University of Phoenix
- Mastering QuickBooks, Level 1
- CPR Certified

Victoria Balak
Contract Administrator
victoria@tfrinc.com
601 Leander Drive
Leander, Texas 78641
M: (512) 410-9166

Introduction

Since joining TFR in 2021 Mrs. Balak has been responsible for all aspects of office personnel and communications. She is responsible for the oversight of bid and contract documentation and management and serves as the key administrative contact in the home office for project supervisors in need of additional resources in the field, such as equipment-rental, fuel companies, sub-contractors, local temporary labor agencies, etc. Mrs. Balak also represents TFR Enterprises at national trade shows and conferences, exhibiting the company’s services and capabilities.

Recent Notable Events & Projects


Event	Project	Year
Winter Storm	Marion County, OR	2021
Ice Storm	Hidalgo County, TX	2021
Hurricane Ida	City of Bogalusa, LA	2021
Hurricane Ida	Village of Folsom, LA	2021
Hurricane Ida	Town of Madisonville, LA	2021

Education/Certifications

- Bachelor of Science- Business Management, Oklahoma State University
- FEMA IS: 029, 061, 100, 200, 201, 235, 315, 700, 703, 706, and 2200.

Project Team Member Training and Certifications

IS-00001 Emergency Manager	IS-00005 Introduction to Hazardous Materials
Tiffany Jean	Tiffany Jean, Drake Rowland, Laura Moxley
<p style="text-align: center;">Emergency Management Institute</p>  <p style="text-align: center;">FEMA</p> <p style="text-align: center;">This Certificate of Achievement is to acknowledge that:</p> <p style="text-align: center;">TIFFANY J WILKES has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:</p> <p style="text-align: center;">IS-00001 Emergency Manager: An Orientation to the Position</p> <p style="text-align: center;">Award No. IS-00001-2018</p> 	<p style="text-align: center;">Emergency Management Institute</p>  <p style="text-align: center;">FEMA</p> <p style="text-align: center;">This Certificate of Achievement is to acknowledge that:</p> <p style="text-align: center;">TIFFANY J WILKES has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:</p> <p style="text-align: center;">IS-00005 An Introduction to Hazardous Materials</p> <p style="text-align: center;">Award No. IS-00005-2017</p> 
IS-00010 Animals in Disasters: Awareness and Preparedness	IS-00011 Animals in Disasters: Community Planning
Roger Barfield	Roger Barfield
<p style="text-align: center;">Emergency Management Institute</p>  <p style="text-align: center;">FEMA</p> <p style="text-align: center;">This Certificate of Achievement is to acknowledge that:</p> <p style="text-align: center;">ROGER B BARFIELD has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:</p> <p style="text-align: center;">IS-00010 Animals in Disasters: Awareness and Preparedness</p> <p style="text-align: center;">Award No. IS-00010-2017</p> 	<p style="text-align: center;">Emergency Management Institute</p>  <p style="text-align: center;">FEMA</p> <p style="text-align: center;">This Certificate of Achievement is to acknowledge that:</p> <p style="text-align: center;">ROGER B BARFIELD has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:</p> <p style="text-align: center;">IS-00011 Animals in Disasters: Community Planning</p> <p style="text-align: center;">Award No. IS-00011-2016</p> 
IS-00020 Diversity Awareness	IS-00021 Civil Rights & FEMA Disaster Assistance
Kevin Rolison	Rigoberto Mejia, Teresa Tangorra
<p style="text-align: center;">Emergency Management Institute</p>  <p style="text-align: center;">FEMA</p> <p style="text-align: center;">This Certificate of Achievement is to acknowledge that:</p> <p style="text-align: center;">KEVIN E. ROLISON has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:</p> <p style="text-align: center;">IS-00020 Diversity Awareness Course 2016</p> <p style="text-align: center;">Award No. IS-00020-2017</p> 	<p style="text-align: center;">Emergency Management Institute</p>  <p style="text-align: center;">FEMA</p> <p style="text-align: center;">This Certificate of Achievement is to acknowledge that:</p> <p style="text-align: center;">RIGOBERTO MEJIA, JR. has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:</p> <p style="text-align: center;">IS-00021 Civil Rights and FEMA Disaster Assistance 2010</p> <p style="text-align: center;">Award No. IS-00021-2017</p> 
IS-00029 Public Information Officer Awareness	IS-00035 FEMA Safety Orientation
Victoria Balak	Tiffany Jean, Julie Rowland, Steven Vinyard, Rigoberto Mejia, Kevin Rolison, Roger Barfield
<p style="text-align: center;">Emergency Management Institute</p>  <p style="text-align: center;">FEMA</p> <p style="text-align: center;">This Certificate of Achievement is to acknowledge that:</p> <p style="text-align: center;">VICTORIA E. BALAK has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:</p> <p style="text-align: center;">IS-00029 Public Information Officer Awareness</p> <p style="text-align: center;">Award No. IS-00029-2017</p> 	<p style="text-align: center;">Emergency Management Institute</p>  <p style="text-align: center;">FEMA</p> <p style="text-align: center;">This Certificate of Achievement is to acknowledge that:</p> <p style="text-align: center;">TIFFANY J WILKES has reaffirmed a dedication to serve in times of crisis through continued professional development and completion of the independent study course:</p> <p style="text-align: center;">IS-00035 FEMA Safety Orientation 2017</p> <p style="text-align: center;">Award No. IS-00035-2017</p> 

<p>IS-00037 Managerial Safety & Health</p>	<p>IS-00061 The Homeland Security Geospatial Concept of Operations In-Depth</p>
<p>Sharon Lyell, Julie Rowland, Steven Vinyard, Rigoberto Mejia, Roger Barfield</p>	<p>Victoria Balak</p>
	
<p>IS-00100 Introduction to Incident Command System</p>	<p>IS- 00101,2 Preparing for Federal Disaster Operations: FEMA</p>
<p>Tiffany Jean, Drake Rowland, Julie Rowland, Victoria Balak, Roger Barfield, Laura Moxley</p>	<p>Julie Rowland, Rigoberto Mejia</p>
	
<p>IS-00200 ICS for Single Resources & Initial Action Incident</p>	<p>IS-00201 Forms Used for the Development of the Incident Action Plan</p>
<p>Tiffany Jean, Drake Rowland, Victoria Balak</p>	<p>Victoria Balak</p>
	
<p>IS-00230 Fundamentals of Emergency Management</p>	<p>IS-00271 Anticipating Hazardous Weather & Community Risk</p>
<p>Kevin Rolison</p>	<p>Teresa Tangorra</p>
	

<p align="center">IS-00317 Introduction to CERT</p>	<p align="center">IS-00321 Hurricane Mitigation Basics for Mitigation Staff</p>
<p align="center">Steven Vinyard</p>	<p align="center">Steven Vinyard</p>
<p align="center">Emergency Management Institute FEMA The Certificate of Achievement is to acknowledge that STEVEN M VINYARD has met the education to serve in this course through continued professional development and completion of the independent study course. IS-00317 Introduction to CERT Issued On: 10/24/2018 Steven M Vinyard Emergency Management Institute FEMA 10/24/2018</p>	<p align="center">Emergency Management Institute FEMA The Certificate of Achievement is to acknowledge that STEVEN M VINYARD has met the education to serve in this course through continued professional development and completion of the independent study course. IS-00321 Hurricane Mitigation Basics for Mitigation Staff Issued On: 10/24/2018 Steven M Vinyard Emergency Management Institute FEMA 10/24/2018</p>
<p align="center">IS-00632 Introduction to Debris Operations</p>	<p align="center">IS-00633 Debris Management Plan Development</p>
<p align="center">Kevin Rolison</p>	<p align="center">Kevin Rolison</p>
<p align="center">Emergency Management Institute FEMA The Certificate of Achievement is to acknowledge that KEVIN E ROLISON has met the education to serve in this course through continued professional development and completion of the independent study course. IS-00632 Introduction to Debris Operations Issued On: 10/24/2018 Kevin E Rolison Emergency Management Institute FEMA 10/24/2018</p>	<p align="center">Emergency Management Institute FEMA The Certificate of Achievement is to acknowledge that KEVIN E ROLISON has met the education to serve in this course through continued professional development and completion of the independent study course. IS-00633 Debris Management Plan Development Issued On: 10/24/2018 Kevin E Rolison Emergency Management Institute FEMA 10/24/2018</p>
<p align="center">IS-00660 Introduction to Public-Private Partnerships</p>	<p align="center">IS-00700 An Introduction to the National Response Partners Incident Management System</p>
<p align="center">Roger Barfield</p>	<p align="center">Julie Rowland, Roger Barfield, Laura Moxley, Victoria Balak</p>
<p align="center">Emergency Management Institute FEMA The Certificate of Achievement is to acknowledge that ROGER BARFIELD has met the education to serve in this course through continued professional development and completion of the independent study course. IS-00660 Introduction to Public-Private Partnerships Issued On: 10/24/2018 Roger Barfield Emergency Management Institute FEMA 10/24/2018</p>	<p align="center">Emergency Management Institute FEMA The Certificate of Achievement is to acknowledge that JULIE A ROWLAND has met the education to serve in this course through continued professional development and completion of the independent study course. IS-00700 An Introduction to the National Incident Management System Issued On: 10/24/2018 Julie A Rowland Emergency Management Institute FEMA 10/24/2018</p>
<p align="center">IS-00703 NIMS Resource Management</p>	<p align="center">IS-00706 NIMS Intrastate Mutual Aid as an Introduction</p>
<p align="center">Victoria Balak</p>	<p align="center">Victoria Balak</p>
<p align="center">Emergency Management Institute FEMA The Certificate of Achievement is to acknowledge that VICTORIA E BALAK has met the education to serve in this course through continued professional development and completion of the independent study course. IS-00703 National Incident Management System Resource Management Issued On: 10/24/2018 Victoria E Balak Emergency Management Institute FEMA 10/24/2018</p>	<p align="center">Emergency Management Institute FEMA The Certificate of Achievement is to acknowledge that VICTORIA E BALAK has met the education to serve in this course through continued professional development and completion of the independent study course. IS-00706 NIMS Intrastate Mutual Aid as an Introduction Issued On: 10/24/2018 Victoria E Balak Emergency Management Institute FEMA 10/24/2018</p>

IS-00727 Floodplain Management & Protection of Woodlands	IS-00800 National Response Framework, An Introduction
Tate Wilson	Tiffany Jean
<p>Emergency Management Institute</p>  <p>The Certificate of Achievement is to acknowledge that</p> <p>TATE WILSON has fulfilled a dedication to serve in times of crisis through continued professional development and completion of the independent study course.</p> <p>IS-00727 Floodplain Management and Protection of Woodlands</p> <p>Approved: [Signature] Date: [Date]</p>	<p>Emergency Management Institute</p>  <p>The Certificate of Achievement is to acknowledge that</p> <p>TIFFANY J WILKES has fulfilled a dedication to serve in times of crisis through continued professional development and completion of the independent study course.</p> <p>IS-00800 National Response Framework, An Introduction</p> <p>Approved: [Signature] Date: [Date]</p>
IS-00906 Basic Workplace Security Awareness	IS-00907 Active Shooter: What You Can Do
Tiffany Jean	Tiffany Jean
<p>Emergency Management Institute</p>  <p>The Certificate of Achievement is to acknowledge that</p> <p>TIFFANY J WILKES has fulfilled a dedication to serve in times of crisis through continued professional development and completion of the independent study course.</p> <p>IS-00906 Risk Workplace Security Awareness</p> <p>Approved: [Signature] Date: [Date]</p>	<p>Emergency Management Institute</p>  <p>The Certificate of Achievement is to acknowledge that</p> <p>TIFFANY J WILKES has fulfilled a dedication to serve in times of crisis through continued professional development and completion of the independent study course.</p> <p>IS-00907 Active Shooter: What You Can Do</p> <p>Approved: [Signature] Date: [Date]</p>
IS-00909 Community Preparedness	IS-01000 Public Assistance Program and Eligibility
Tiffany Jean	Teresa Tangorra
<p>Emergency Management Institute</p>  <p>The Certificate of Achievement is to acknowledge that</p> <p>TIFFANY J WILKES has fulfilled a dedication to serve in times of crisis through continued professional development and completion of the independent study course.</p> <p>IS-00909 Community Preparedness in Implementing Single Jurisdictional Emergency</p> <p>Approved: [Signature] Date: [Date]</p>	<p>Emergency Management Institute</p>  <p>The Certificate of Achievement is to acknowledge that</p> <p>TERESA TANGORRA has fulfilled a dedication to serve in times of crisis through continued professional development and completion of the independent study course.</p> <p>IS-01000 Public Assistance Program and Eligibility</p> <p>Approved: [Signature] Date: [Date]</p>
IS-01013 Costing – Estimates & the Cost Estimating Format	IS-02200 Basic Emergency Operations Center Functions
Tate Wilson	Victoria Balak
<p>Emergency Management Institute</p>  <p>The Certificate of Achievement is to acknowledge that</p> <p>TATE WILSON has fulfilled a dedication to serve in times of crisis through continued professional development and completion of the independent study course.</p> <p>IS-01013 Costing, Estimates and the Cost Estimating Format</p> <p>Approved: [Signature] Date: [Date]</p>	<p>Emergency Management Institute</p>  <p>The Certificate of Achievement is to acknowledge that</p> <p>VICTORIA BALAK has fulfilled a dedication to serve in times of crisis through continued professional development and completion of the independent study course.</p> <p>IS-02200 Basic Emergency Operations Center Functions</p> <p>Approved: [Signature] Date: [Date]</p>

<p>Debris Management Planning for State, Tribal & Local Officials</p>	<p>DOT Compliance: Overview and Audit Survival</p>
<p>Sharon Lyell, Julie Rowland</p>	<p>Tiffany Jean</p>
	
<p>DOT Compliance: Driver Qualification File Workshop</p>	<p>DOT Compliance: Supervisor Drug and Alcohol Training</p>
<p>Tiffany Jean</p>	<p>Tiffany Jean</p>
	
<p>DOT Compliance: Maintenance Management Workshop</p>	<p>DOT Compliance: Accident Reporting, Countermeasures, and Investigation Train the Trainer Workshop</p>
<p>Tiffany Jean</p>	<p>Tiffany Jean</p>
	
<p>DOT Compliance: Hours of Service Workshop</p>	<p>Development of DOT: Required Safety Management Controls and Federal Motor Carrier Safety Administration Compliance</p>
<p>Tiffany Jean</p>	<p>Sharon Lyell</p>
	

<p>Bill Judge 60/60 DOT Supervisor Training</p>	<p>DOT 101 Safety Compliance Training</p>
<p>Kevin Rolison</p>	<p>Kevin Rolison</p>
	
<p>FLDOT: Maintenance of Traffic (MOT) Advanced Course</p>	<p>FLDOT: Temporary Traffic Control (TTC) Advanced Course</p>
<p>Rigoberto Mejia, Kevin Rolison</p>	<p>Roger Barfield, Steven Vinyard</p>
	
<p>Governor's Hurricane Conference: TS10. Debris Management</p>	<p>Governor's Hurricane Conference: TS12. Evaluating Debris Management and Monitoring RFP's</p>
<p>Tiffany Jean</p>	<p>Julie Rowland</p>
	
<p>Level 1 Antiterrorism Awareness Training</p>	<p>OSHA – HAZWOPER</p>
<p>Sharon Lyell, Rigoberto Mejia, Kevin Rolison, Steven Vinyard</p>	<p>Drake Rowland</p>
	

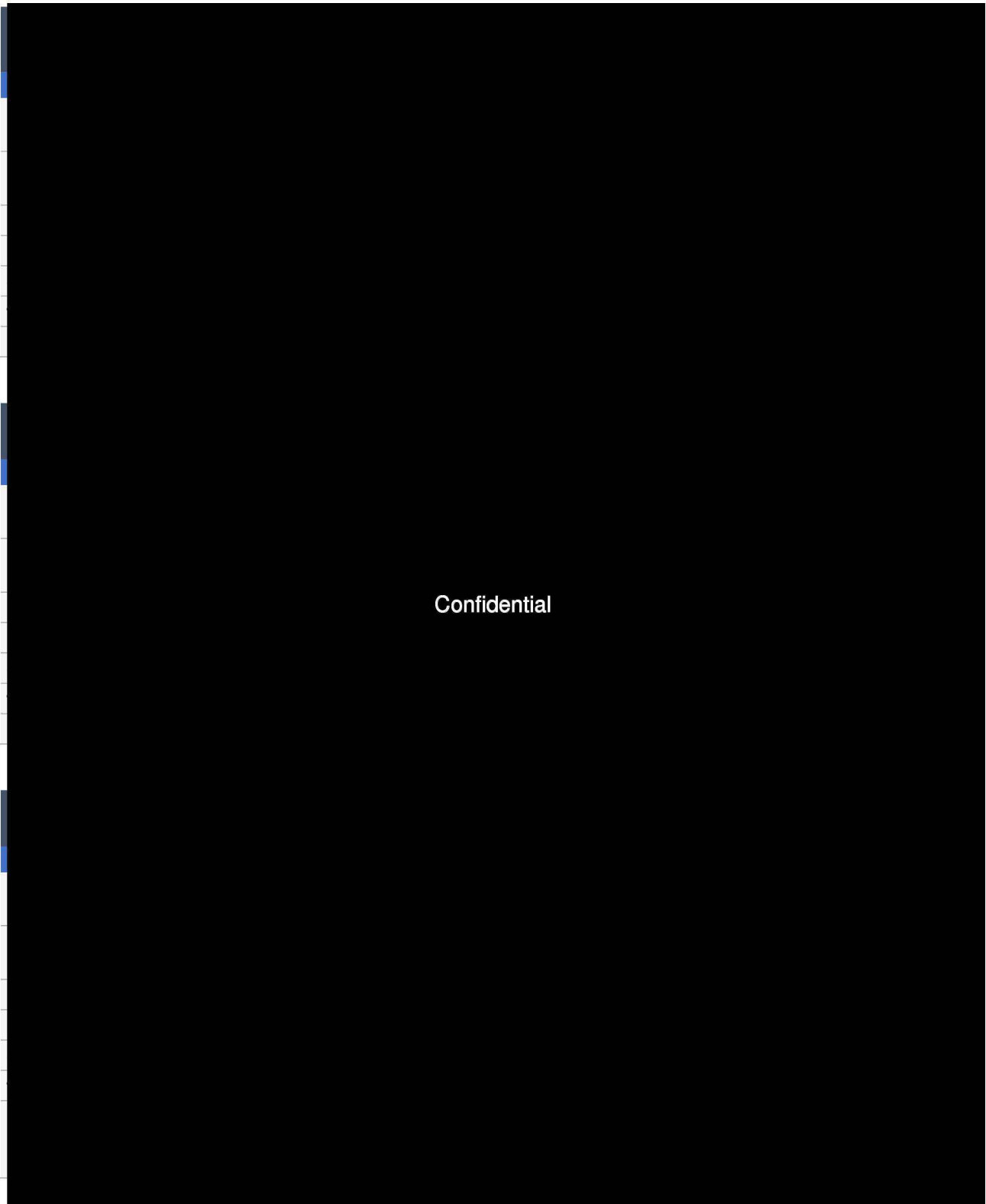
<p align="center">OSHA - Occupations Safety and Health in Construction</p>	<p align="center">OSHA - Construction Safety and Health</p>
<p align="center">Rigoberto Mejia</p>	<p align="center">Gerard Bravo</p>
	
<p align="center">OSHA - #502 Update for Construction Industry Outreach Trainers</p>	<p align="center">OSHA - #500 Trainer Course in OSHA Standards for the Construction Industry</p>
<p align="center">Gerard Bravo</p>	<p align="center">Gerard Bravo</p>
	
<p align="center">OSHA - #510 Occupational Safety and Health Standards for the Construction Industry</p>	<p align="center">Registered Flagger – Texas</p>
<p align="center">Gerard Bravo</p>	<p align="center">Kevin Rolison</p>
	
<p align="center">Project Management Workshop</p>	<p align="center">USACE: Construction Quality Management for Contractors - #784</p>
<p align="center">Tiffany Jean, Sharon Lyell, Kevin Rolison</p>	<p align="center">Tiffany Jean, Sharon Lyell, Rigoberto Mejia, Drake Rowland, Steven Vinyard</p>
	

<p align="center">USACE: Construction Safety</p>	<p align="center">Texas Mutual Insurance: Award of Safety Excellence 2019</p>
<p align="center">Kevin Rolison</p>	<p align="center">TFR Enterprises, Inc.</p>
	
<p align="center">American Trauma Event Management - CPR, AED & First Aid Training</p>	<p align="center">ATSSA Certified Flagger</p>
<p align="center">Sharon Lyell, Teresa Tangorra, Tiffany Jean, Steven Vinyard, Arturo Campos, Sally Wallace, Drake Rowland</p>	<p align="center">Arturo Campos</p>
	
<p align="center">IS-00315 CERT and the Incident Command System</p>	<p align="center">IS-00235.c Emergency Planning</p>
<p align="center">Victoria Balak</p>	<p align="center">Victoria Balak</p>
<p align="center">Emergency Management Institute</p> 	<p align="center">Emergency Management Institute</p> 

Tab 4. Compliance with Terms and Conditions

TFR agrees to the terms and conditions listed within the sample contract.

Tab 5. References



Confidential

Confidential

Confidential

Tab 6. Sample Contract Exceptions

TFR takes no exceptions to the terms listed in the sample contract.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/28/2022

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 Higginbotham Insurance Agency, Inc. 1221 S. Mopac Expy., Suite 160 Austin TX 78746		CONTACT NAME: Larry Sue Dunn PHONE (A/C. No. Ext): 817-347-6816 E-MAIL ADDRESS: ldunn@higginbotham.net FAX (A/C. No): 817-347-6981	
INSURED T F R Enterprises Inc 601 Leander Drive Leander TX 78641		INSURER(S) AFFORDING COVERAGE INSURER A: Starr Indemnity & Liability Company INSURER B: Texas Mutual Insurance Company INSURER C: Starr Surplus Lines Ins. Co. INSURER D: Argonaut Insurance Company INSURER E: Tokio Marine Specialty Insurance Co. INSURER F: Travelers Lloyds Insurance Company	
		NAIC # 38318 22945 13604 19801 23850 41262	

COVERAGES **CERTIFICATE NUMBER:** Confidential **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
C	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> \$5,000 Ded BI/PD <input checked="" type="checkbox"/> *SEE DESCRIPTION GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			Confidential	12/31/2021	3/31/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 ContractorsPollution \$ 1,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <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 checked="" type="checkbox"/> NON-OWNED AUTOS ONLY				12/31/2021	3/31/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
E	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0				12/31/2021	3/31/2023	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A		1/1/2022 1/1/2022	1/1/2023 1/1/2023	<input checked="" type="checkbox"/> PER STATUTE <input checked="" type="checkbox"/> OTH-ER ** SEE DESCIP E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
F A	Leased/Rented Equipment Leased/Rented/Hired Phy Damage				12/31/2021 12/31/2021	3/31/2023 3/31/2023	Limit - \$700,000 Limit Comp/Collision Ded \$2,500 Actual Cash Value \$1,000

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

*General Liability Deductible: \$5,000 BI/PD Per Occurrence
 *XCU is not excluded.
 *The General Liability policy includes a \$1,000,000 Contractors Pollution Limit.

**Texas Workers' Compensation Policy - Confidential
 **All Other States (incl California) - Polic

The General Liability and Automobile Liability policies include a blanket automatic additional insured endorsement that provides additional insured status See Attached...

CERTIFICATE HOLDER**CANCELLATION**

Boulder County
 1325 Pearl Street
 Boulder CO 80302

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

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ADDITIONAL REMARKS SCHEDULE

AGENCY Higginbotham Insurance Agency, Inc.		NAMED INSURED T F R Enterprises Inc 601 Leander Drive Leander TX 78641	
POLICY NUMBER			
CARRIER	NAIC CODE	EFFECTIVE DATE:	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

(Including Completed Ops) and General Liability, Automobile Liability and Workers' Compensation policies includes a blanket waiver of subrogation endorsement to the certificate holder when written contract requires such status.

The General Liability policy has a blanket Primary & Non Contributory endorsement that affords that coverage to certificate holders when written contract requires such status

The General Liability, Automobile Liability and Workers Compensation policy includes a blanket notice of cancellation to certificate holders endorsement, providing for 30 days' advance notice if the policy is canceled by the company other than for nonpayment of premium, 10 days' notice after the policy is canceled for nonpayment of premium. Notice is sent to certificate holders with mailing addresses on file with the agent or the company. The endorsement does not provide for notice of cancellation if the named insured requests cancellation

Excess Policy is Follow Form underlying the General Liability (Incl. Contractors Pollution), Automobile Liability and Employers Liability policies.

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:

(Name, legal status and address)

TFR Enterprises, Inc

601 Leander Drive

Leander, TX 78641

SURETY:

(Name, legal status and principal place of business)

Federal Insurance Company

202B Hall's Mill Road

Whitehouse Station, NJ 08889

Mailing Address for Notices

Federal Insurance Company

202B Hall's Mill Road

Whitehouse Station, NJ 08889

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:

(Name, legal status and address)

Boulder County Purchasing

1325 Pearl Street

Boulder, CO 80302

BOND AMOUNT: Five Percent of the Greatest Amount Bid (5% G.A.B.)

PROJECT:

(Name, location or address, and Project number, if any)

RFP Number: 7301-22 - Private Property Structural Debris and Hazard Tree Removal Operations

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 1st day of February 2022


(Witness)


(Witness) Lorena Gutierrez

TFR Enterprises, Inc

(Principal)

(Seal)

By: 

(Title)

Federal Insurance Company

(Surety)

(Seal)

By: 

(Title) John Aboumrad, Attorney-in-Fact

Policyholder Information Notice

IMPORTANT NOTICE

To obtain information or make a complaint:

You may call Chubb's toll-free telephone number for information or to make a complaint at

1-800-36-CHUBB

You may contact the Texas Department of Insurance to obtain information on companies, coverages, rights or complaints at

1-800-252-3439

You may write the Texas Department of Insurance

P.O. Box 149104
Austin, TX 78714-9104
FAX # (512) 475-1771
Web: <http://www.tdi.state.tx.us>
E-mail: ConsumerProtection@tdi.state.tx.us

PREMIUM OR CLAIM DISPUTES:

Should you have a dispute concerning your premium or about a claim you should contact the agent first. If the dispute is not resolved, you may contact the Texas Department of Insurance.

ATTACH THIS NOTICE TO YOUR POLICY:

This notice is for information only and does not become a part or condition of the attached document.

AVISO IMPORTANTE

Para obtener información o para someter una queja:

Usted puede llamar al número de teléfono gratis de Chubb's para información o para someter una queja al

1-800-36-CHUBB

Puede comunicarse con el Departamento de Seguros de Texas para obtener información acerca de compañías, coberturas, derechos o quejas al

1-800-252-3439

Puede escribir al Departamento de Seguros de Texas

P.O. Box 149104
Austin, TX 78714-9104
FAX # (512) 475-1771
Web: <http://www.tdi.state.tx.us>
E-mail: ConsumerProtection@tdi.state.tx.us

DISPUTAS SOBRE PRIMAS O RECLAMOS:

Si tiene una disputa concerniente a su prima o a un reclamo, debe comunicarse con el agente primero. Si no se resuelve la disputa, puede entonces comunicarse con el departamento (TDI).

UNA ESTE AVISO A SU POLIZA:

Este aviso es solo para propósito de información y no se convierte en parte o condición del documento adjunto.

CHUBB®

Power of Attorney

Federal Insurance Company | Vigilant Insurance Company | Pacific Indemnity Company
Westchester Fire Insurance Company | ACE American Insurance Company

Know All by These Presents, that **FEDERAL INSURANCE COMPANY**, an Indiana corporation, **VIGILANT INSURANCE COMPANY**, a New York corporation, **PACIFIC INDEMNITY COMPANY**, a Wisconsin corporation, **WESTCHESTER FIRE INSURANCE COMPANY** and **ACE AMERICAN INSURANCE COMPANY** corporations of the Commonwealth of Pennsylvania, do each hereby constitute and appoint **John Aboumrad, Blaine Allen, Brent Baldwin, Brock Baldwin, William D. Baldwin, Brady K. Cox, Russ Frenzel** and **Michael B. Hill** of Dallas, Texas

each as their true and lawful Attorney-in-Fact to execute under such designation in their names and to affix their corporate seals to and deliver for and on their behalf as surety thereon or otherwise, bonds and undertakings and other writings obligatory in the nature thereof (other than bail bonds) given or executed in the course of business, and any instruments amending or altering the same, and consents to the modification or alteration of any instrument referred to in said bonds or obligations.

In Witness Whereof, said **FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY** and **ACE AMERICAN INSURANCE COMPANY** have each executed and attested these presents and affixed their corporate seals on this 17th day of November 2020.

Dawn M. Chloros

Dawn M. Chloros, Assistant Secretary

Stephen M. Haney

Stephen M. Haney, Vice President



STATE OF NEW JERSEY
County of Hunterdon

SS.

On this 17th day of November, 2020 before me, a Notary Public of New Jersey, personally came Dawn M. Chloros and Stephen M. Haney, to me known to be Assistant Secretary and Vice President, respectively, of **FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY** and **ACE AMERICAN INSURANCE COMPANY**, the companies which executed the foregoing Power of Attorney, and the said Dawn M. Chloros and Stephen M. Haney, being by me duly sworn, severally and each for herself and himself did depose and say that they are Assistant Secretary and Vice President, respectively, of **FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY** and **ACE AMERICAN INSURANCE COMPANY** and know the corporate seals thereof, that the seals affixed to the foregoing Power of Attorney are such corporate seals and were thereto affixed by authority of said Companies; and that their signatures as such officers were duly affixed and subscribed by like authority.

Notarial Seal



KATHERINE J. ADELAAR
NOTARY PUBLIC OF NEW JERSEY
No. 2916886
Commission Expires July 18, 2024.

Katherine J. Adelaar

Notary Public

CERTIFICATION

Resolutions adopted by the Boards of Directors of **FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY** on August 30, 2016; **WESTCHESTER FIRE INSURANCE COMPANY** on December 11, 2006; and **ACE AMERICAN INSURANCE COMPANY** on March 20, 2009:

"RESOLVED, that the following authorizations relate to the execution, for and on behalf of the Company, of bonds, undertakings, recognizances, contracts and other written commitments of the Company entered into in the ordinary course of business (each a "Written Commitment"):

- (1) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized to execute any Written Commitment for and on behalf of the Company, under the seal of the Company or otherwise.
- (2) Each duly appointed attorney-in-fact of the Company is hereby authorized to execute any Written Commitment for and on behalf of the Company, under the seal of the Company or otherwise, to the extent that such action is authorized by the grant of powers provided for in such person's written appointment as such attorney-in-fact.
- (3) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized, for and on behalf of the Company, to appoint in writing any person the attorney-in-fact of the Company with full power and authority to execute, for and on behalf of the Company, under the seal of the Company or otherwise, such Written Commitments of the Company as may be specified in such written appointment, which specification may be by general type or class of Written Commitments or by specification of one or more particular Written Commitments.
- (4) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized, for and on behalf of the Company, to delegate in writing to any other officer of the Company the authority to execute, for and on behalf of the Company, under the Company's seal or otherwise, such Written Commitments of the Company as are specified in such written delegation, which specification may be by general type or class of Written Commitments or by specification of one or more particular Written Commitments.
- (5) The signature of any officer or other person executing any Written Commitment or appointment or delegation pursuant to this Resolution, and the seal of the Company, may be affixed by facsimile on such Written Commitment or written appointment or delegation.

FURTHER RESOLVED, that the foregoing Resolution shall not be deemed to be an exclusive statement of the powers and authority of officers, employees and other persons to act for and on behalf of the Company, and such Resolution shall not limit or otherwise affect the exercise of any such power or authority otherwise validly granted or vested."

I, Dawn M. Chloros, Assistant Secretary of **FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY** and **ACE AMERICAN INSURANCE COMPANY** (the "Companies") do hereby certify that

- (i) the foregoing Resolutions adopted by the Board of Directors of the Companies are true, correct and in full force and effect,
- (ii) the foregoing Power of Attorney is true, correct and in full force and effect.

Given under my hand and seals of said Companies at Whitehouse Station, NJ, this February 1, 2022



Dawn M. Chloros

Dawn M. Chloros, Assistant Secretary

IN THE EVENT YOU WISH TO VERIFY THE AUTHENTICITY OF THIS BOND OR NOTIFY US OF ANY OTHER MATTER, PLEASE CONTACT US AT:

Telephone (908) 903-3493 Fax (908) 903-3656 e-mail: surety@chubb.com



Insurance & Construction Bonds

January 28, 2022

Boulder County
1325 Pearl Street
Boulder, Colorado 80302

To Whom It May Concern:

We have the pleasure of bonding TFR Enterprises, Inc (TFR) and can highly recommend this fine contractor to you. We feel they're a well-managed company with a history of completing their projects on time and within budget. The bonding capacity for TFR is in the range of **\$50 million single** and **\$100 million aggregate**. The current bonding company is Westchester Fire Insurance Company which is an A++ rated and Treasury Listed surety.

Our understanding is that TFR is being considered for a project on your behalf. Subject to the job being within the single and aggregate limits, normal review of the contract terms and conditions, confirmation of construction financing in the full amount of the contract, and any related underwriting items at the time of the request, we fully anticipate being able to provide the performance and payment bonds as required for your project.

This letter is offered as an indication of TFR's past experience and our confidence in the firm, and not to be construed as an agreement to provide surety bonds. Please be aware that the execution of payment & performance bonds is subject to the positive review of all normal underwriting considerations at the time of the request. Any specific request for bonds will be underwritten on its own merits and any arrangement for bonds required by any contract is a matter between the contractor and the surety and we assume no liability to you or your third parties, if for any reason we do not execute these bonds. Bonds will be provided when the project/task order in question is agreeable to both parties and proper contracts are in place.

Again, we can highly recommend TFR to you. Feel free to contact me should you have any questions about our fine client.

Sincerely,

Brock Baldwin
Principal
Baldwin-Cox Agency, LLC

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p> <p>TFR Enterprises, Inc</p>	
	<p>2 Business name/disregarded entity name, if different from above</p>	
	<p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p> <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate </p> <p> <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ </p> <p>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p> <input type="checkbox"/> Other (see instructions) ▶ _____ </p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
	<p>5 Address (number, street, and apt. or suite no.) See instructions.</p> <p>601 Leander Drive</p>	<p>Requester's name and address (optional)</p>
	<p>6 City, state, and ZIP code</p> <p>Leander, Texas 78641</p>	
	<p>7 List account number(s) here (optional)</p>	

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. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number										

or

Employer identification number									
---------------------------------------	--	--	--	--	--	--	--	--	--

Confidential

Part II Certification

Under penalties of perjury, I certify that:

1. 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
2. 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
3. I am a U.S. citizen or other U.S. person (defined below); and
4. 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.

Sign Here	<p>Signature of U.S. person ▶ </p>	<p>Date ▶ 1/28/2022</p>
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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.

Purpose of Form

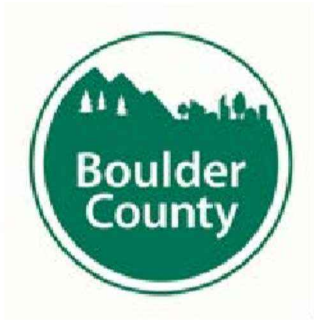
An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



Boulder County Purchasing
 1325 Pearl Street
 Boulder, CO 80302
purchasing@bouldercounty.org

SIGNATURE PAGE

Contact Information	Response
Company Name including DBA	TFR Enterprises, Inc.
List Type of Organization (Corporation, Partnership, etc.)	Corporation
Name, Title and Email Address of Person Authorized to Contract with Boulder County	Tipton F. Rowland CEO tfiffany@tfrinc.com
Company Address	601 Leander Drive, Leander, TX 78641
Company Phone Number	(512)260-3322
Company Website	www.tfrinc.com

By signing below I certify that:

- I am authorized to bid on my company's behalf.
- I am not currently an employee of Boulder County.
- None of my employees or agents is currently an employee of Boulder County.
- I am not related to any Boulder County employee or Elected Official.
- (Sole Proprietorships Only) I am not a Public Employees' Retirement Association (PERA) retiree.



**Signature of Person Authorized to Bid on
 Company's Behalf**

01/28/2022

Date

Note: If you cannot certify the above statements, please explain in a statement of explanation.



**RECEIPT OF LETTER
ACKNOWLEDGMENT**

January 26, 2022

Dear Vendor:

This is an acknowledgment of receipt of Addendum #1 for RFP #7301-22, Private Property Structural Debris and Hazard Tree Removal Operations.

In an effort to keep you informed, we would appreciate your acknowledgment of receipt of the preceding addendum. Please sign this acknowledgment and email it back to purchasing@bouldercounty.org as soon as possible. If you have any questions, or problems with transmittal, please call us at 303-441-3525. This is also an acknowledgment that the vendor understands that **due to COVID-19, BIDS will only be accepted electronically by emailing purchasing@bouldercounty.org.**

Thank you for your cooperation in this matter. This information is time and date sensitive; an immediate response is requested.

Sincerely,

Boulder County Purchasing

Signed by: _____

Date: _____

Name of Company _____

End of Document

Entity Information

Status **Active**

Your registration was activated on 2020-09-23. It expires on 2022-03-22 which is one year after you submitted it for processing.

Company Name **T.F.R. ENTERPRISES, INC.**

DUNS Unique Entity ID **081346561**



Core Data
Completed



Assertions
Completed



**Reps &
Certs**
Completed



POCs
Completed



Submit
Completed



Processing
Completed



Active
Completed

More About

[Getting Started with Registration](#)

[Entity Status Guide](#)

[Legend](#)

[What if my entity fails TIN validation?](#)

[What if my entity fails CAGE validation?](#)

[Help?](#)

From: [Tiffany Jean](#)
To: [Purchasing](#)
Subject: [EXTERNAL] RE: Best and Final Offer: RFP # 7301-22 - Private Property Structural Debris and Hazard Tree Removal Operations
Date: Wednesday, February 2, 2022 1:39:57 PM
Attachments: [image001.png](#)
[image002.png](#)
[Best Final Offer RFP # 7301-22.pdf](#)

Good afternoon,

Please see attached best and final offer. If you need anything else please let me know.



Tiffany Jean | Contract Manager
TFR Enterprises, Inc
601 Leander Drive, Leander, Texas 78641
O: 512-260-3322 ext. 0 | F: 512-528-1942
M: **Personally Identifiable Information**



From: Purchasing <purchasing@bouldercounty.org>
Sent: Tuesday, February 1, 2022 4:34 PM
Subject: Best and Final Offer: RFP #7301-22 - Private Property Structural Debris and Hazard Tree Removal Operations

Thank you for your proposal on RFP #7301-22 - Private Property Structural Debris and Hazard Tree Removal Operations. Boulder County would like to request additional information from you for further consideration. Please see attached.

Submittal Instructions:

- Submittals are due at the email box only, listed below, for time and date recording on or before **2:00 p.m. Mountain Time on February 3, 2022.**

Please note that email responses to this solicitation are limited to a maximum of 50MB capacity.

- **NO ZIP FILES OR LINKS TO EXTERNAL SITES WILL BE ACCEPTED. THIS INCLUDES GOOGLE DOCS AND SIMILAR SITES. ALL SUBMITTALS MUST BE RECEIVED AS AN ATTACHMENT (E.G. PDF, WORD, EXCEL).**

Please note: Due to COVID-19, BIDS will only be accepted electronically by emailing purchasing@bouldercounty.org.

Boulder County Purchasing
P.O. Box 471
Boulder, CO 80306
purchasing@bouldercounty.org



BEST AND FINAL OFFER
Public Works – Resource Conservation
Private Property Structural Debris and Hazard Tree Removal Operations
RFP # 7301-22

February 1, 2022

Thank you for your Proposal on RFP #7301-22. In review of the pricing received, Boulder County would like to request the below additional information from you for further consideration:

The Updated Rate Sheet includes Line Item #7, Per Parcel Debris, Ash, Vegetative, and Incidental Soil. Each bidder has submitted a Per Parcel unit price for this work based on an estimated 89 CY of material per parcel across the entire project area.

The project area is comprised of the following Operational Areas:

- Operation 1:** Unincorporated Boulder County
- Operation 2:** Town of Superior, Colorado
- Operation 3:** City of Louisville, Colorado

Please provide Per Parcel rates by Operational Area, as follows:

#7 Per Parcel Debris, Ash, Vegetative, and Incidental Soil by Operational Area					
		Est quantity per parcel or units	Unit Price		Total
(a)	Operation 1	100 CY	\$ 240.00	Per Parcel	\$ 24,000.00
(b)	Operation 2	84 CY	\$ 285.72	Per Parcel	\$ 24,000.48
(c)	Operation 3	89 CY	\$ 269.67	Per Parcel	\$ 24,000.63

Rates submitted pursuant to this Offer will supersede prior responses to Updated Rate Sheet Line Item #7, Per Parcel Debris, Ash, Vegetative, and Incidental Soil. Bidders are not required to respond to this request and in such an event the County will rely on the original proposal alone.

Submittal Instructions:

Proposals are due at the email box only, listed below, for time and date recording on or before **2:00 p.m. Mountain Time on February 3, 2022.**

Please note that email responses to this solicitation are limited to a maximum of 50MB capacity.

NO ZIP FILES OR LINKS TO EXTERNAL SITES WILL BE ACCEPTED. THIS INCLUDES GOOGLE DOCS AND SIMILAR SITES. ALL SUBMITTALS MUST BE RECEIVED AS AN ATTACHMENT (E.G. PDF, WORD, EXCEL).

Electronic Submittals must be received in the email box listed below. Submittals sent to any other box will NOT be forwarded or accepted. This email box is only accessed on the due date of your questions or proposals. Please use the Delivery Receipt option to verify receipt of your email. It is the sole responsibility of the proposer to ensure their documents are received before the deadline specified above. Boulder County does not accept responsibility under any circumstance for delayed or failed email or mailed submittals.

Email purchasing@bouldercounty.org; identified as **OFFER # 7301-22** in the subject line.

All OFFERS must be received and time and date recorded by authorized county staff by the above due date and time. Sole responsibility rests with the proposer to see that their RFP response is received on time at the stated location(s). Any responses received after due date and time will be returned to the proposer.

The Board of County Commissioners reserves the right to reject any and all responses, to waive any informalities or irregularities therein, and to accept the proposal that, in the opinion of the Board, is in the best interest of the Board and of the County of Boulder, State of Colorado.

Contractors and their employees, subcontractors, and agents must comply with all federal, state, and local laws, regulations, ordinances, orders, and codes, as well as Boulder County policies, guidelines, and protocols.

**SIGNATURE PAGE
OFFER #7301-22**

Failure to complete, sign and return this signature page with your proposal may be cause for rejection.

Contact Information	Response
Company Name including DBA	TFR Enterprises, Inc
List Type of Organization (Corporation, Partnership, etc.)	Corporation
Name, Title, and Email Address of Person Authorized to Contract with Boulder County	Tipton F. Rowland, CEO tiffany@tfrinc.com
Company Address	601 Leander Drive Leander, Texas 78641
Company Phone Number	(512) 260-3322
Company Website	www.tfrinc.com

By signing below I certify that:

- I am authorized to bid on my company's behalf.
- I am not currently an employee of Boulder County.
- None of my employees or agents is currently an employee of Boulder County.
- I am not related to any Boulder County employee or Elected Official.
- (Sole Proprietorships Only) I am not a Public Employees' Retirement Association (PERA) retiree.



2/2/2022

Signature of Person Authorized to Bid on
Company's Behalf

Date

Note: If you cannot certify the above statements, please explain in a statement of explanation.



WRITTEN INTERVIEW #1
Public Works – Resource Conservation
Private Property Structural Debris and Hazard Tree Removal Operations
RFP # 7301-22

February 3, 2022

This Written Interview #1 is issued in order to solicit additional information regarding each bidder's past performance and quality of service delivery. A Response will supplement the bidder's original proposal and Best and Final Offer, if submitted. If the County determines any Response, or portion thereof, to this Written Interview #1 is false or misleading, such determination shall be grounds for revocation of an award and immediate termination of a contract. **The County may draw a negative inference based on a bidder's failure to respond to this Written Interview #1.**

Due to COVID-19, Written Interview #1 Responses will only be accepted electronically by emailing purchasing@bouldercounty.org.

INTERVIEW

Please answer all questions. A "Yes" answer to any part of questions 1-5 requires a written explanation to be attached to the completed Written Interview #1.

1. Within the past five years, has your firm (under its current or any former name), any principal, owner, officer, or any person involved in the bidding or contracting process been the subject of any of the following:
 - a. A criminal investigation, judgment, or conviction for any business-related conduct constituting a crime, such as fraud, bribery, price-fixing, or bid collusion or any crime related to truthfulness and/or business conduct?
 Yes No
 - b. A civil suit alleging fraud, bribery, price-fixing, bid collusion, or other claim related to truthfulness and/or business conduct?
 Yes No

c. A debarment, unsatisfied judgment, injunction, or lien obtained by a government agency?

Yes No

d. A written notice of breach, suspension, or termination for breach (cause) in connection with a local, state, or federal contract?

Yes No

e. A written claim or notice of contract breach in connection with a local, state, or federal contract?

Yes No

f. An administrative proceeding or civil action seeking specific performance or damages in connection with any local, state, or federal contract?

Yes No

2. Within the past five years, has your firm, any principal, owner, officer, or any person involved in the bidding or contracting process initiated or been subject to civil action in connection with any local, state, or federal contract?

Yes No

*****WRITTEN EXPLANATIONS TO ANY "YES" RESPONSE MUST BE ATTACHED TO THIS COMPLETED INTERVIEW FOR SUBMISSION*****

CERTIFICATION: The undersigned certifies that they:

- Read and understand all of the questions;
- Have supplied full and complete responses to each item therein to the best of their knowledge, information and belief;
- Are knowledgeable about the bidder's business and operations; and
- Understand that Boulder County will rely on the information and supplied in this Written Interview #1 when entering into a contract with the bidder.

TFR Enterprises, Inc

Name of Business

2/3/2022

Date



Signature of Officer

Tipton F. Rowland

Name of Officer

Submittal Instructions:

Responses are due at the email box only, listed below, for time and date recording on or before **8:30 a.m. Mountain Time on February 4, 2022**.

Please note that email responses to this solicitation are limited to a maximum of 50MB capacity.

NO ZIP FILES OR LINKS TO EXTERNAL SITES WILL BE ACCEPTED. THIS INCLUDES GOOGLE DOCS AND SIMILAR SITES. ALL SUBMITTALS MUST BE RECEIVED AS AN ATTACHMENT (E.G. PDF, WORD, EXCEL).

Electronic submittals must be received in the email box listed below. Submittals sent to any other box will NOT be forwarded or accepted. This email box is only accessed on the due date of your questions or proposals. Please use the Delivery Receipt option to verify receipt of your email. It is the sole responsibility of the proposer to ensure their documents are received before the deadline specified above. Boulder County does not accept responsibility under any circumstance for delayed or failed email or mailed submittals.

Email purchasing@bouldercounty.org; identified as **Response to Written Interview #1 for RFP # 7301-22** in the subject line.

All responses must be received and time and date recorded at the purchasing email by the above due date and time. Sole responsibility rests with the Offeror to see that their response is received on time at the stated location(s). Any response received after due date and time will be returned to the bidder. No exceptions will be made.

The Board of County Commissioners reserve the right to reject any and all bids, to waive any informalities or irregularities therein, and to accept the bid that, in the opinion of the Board, is in the best interest of the Board and of the County of Boulder, State of Colorado.



**RECEIPT OF LETTER
ACKNOWLEDGMENT**

February 3, 2022

Dear Vendor:

This is an acknowledgment of receipt of Written Interview #1 for RFP #7301-22, Private Property Structural Debris and Hazard Tree Removal Operations.

In an effort to keep you informed, we would appreciate your acknowledgment of receipt of the preceding written interview. Please sign this acknowledgment and email it back to purchasing@bouldercounty.org as soon as possible. If you have any questions, or problems with transmittal, please call us at 303-441-3525. This is also an acknowledgement that the vendor understands that **due to COVID-19, BIDS will only be accepted electronically by emailing purchasing@bouldercounty.org.**

Thank you for your cooperation in this matter. This information is time and date sensitive; an immediate response is requested.

Sincerely,

Boulder County Purchasing

Signed by: _____  _____ Date: 2/3/2022

Name of Company TFR Enterprises, Inc

End of Document

Summary of Litigation

TFR Enterprises, Inc. v. Florida Department of Transportation, Target Engineering Group, LLC formerly known as Target Engineering Group, Inc.

After repeated efforts to obtain payment for Monitoring-firm issued and signed tickets for a debris removal job contracted by the Florida Department of Transportation, TFR was forced to file suit in order to protect the interests of its local subcontractors, the Company, and other vendors. Despite repeated requests by TFR to amicably resolve this matter, FDOT provided no reasonable grounds for refusing payment (all payments were for work authorized and completed as evidenced by signed debris tickets or other comparable support). TFR spent almost two years negotiating with FDOT to resolve the nonpayment without the need for formal legal proceedings. TFR only undertook formal legal action after exhausting all other avenues failed and when FDOT refused to resolve this matter in good faith. (This suit is currently in the discussions phase.)