

North Port, FL
EMERGENCY FEEDING AND
CATERING SERVICES
Technical and Management Approach
2025-14

DATE: August 6, 2025

PRESENTED BY:
Cotton Commercial USA Inc.
5443 Katy Hockley Cut-Off Road
Katy, TX 77493



Submitted By:
Howard Wood
Business Development

Mobile: 346-445-4482
Email: howard.wood@cottonteam.com

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II. Transmittal Letter

Dear Sir or Ma'am,

Thank you for allowing Cotton to participate in this RFP, our team appreciates the opportunity and your consideration.

When Cities and Counties are faced with an unexpected crisis, speed and efficiency is required to return to serving citizens as urgently as possible. Whether it's damage caused by a storm or other unpredicted disasters, we understand the pressures your teams face when managing large-scale recovery.

Cotton leads our industry in rapid deployment of turnkey workforce housing, basecamps, emergency feeding, culinary and full-site support services for remote, disaster-impacted, or logistically complex environments.

Our strategic advantage:

- **Preparation & Prestaging:** Multiple Cotton teams are regionally pre-staged before a storm. Once the storm clears, our teams deploy and respond into impacted areas. Your team has a response partner that is not susceptible to local storm damage or impacts
- **Pro-Active:** 24/7 In-house global storm monitoring. We are always prepared
- **Solutions Finding:** Give us a challenge, our team will deliver
- **Safety & QA/QC:** We deploy strict safety protocols and intimately understand the reimbursement processes

Our clients, including federal agencies, state/local/educational, energy firms, and leading construction companies rely on us to keep operations running smoothly no matter the conditions.

Humbly, we ask to become your strategic partner. Thank you again and please advise if we can clarify any questions.

Respectfully,

Howard Wood



III. TAB 1: Qualifications

Provide a description of your company's experience, and underlying philosophy in providing the services as described and requested herein. Description should include details such as: abilities, capacity, skill, strengths, number of years, and any other information which would be relevant to the Vendor's qualification to provide the disaster catering services needed by the City.

Cotton has over 29 years of experience as an industry leader in emergency response and turnkey solutions, specializing in disaster catering services. The company has a proven track record of providing high-quality, efficient, and compliant food services during disaster response and recovery operations. Cotton's culinary team is equipped to prepare two-to-four hot meals daily, along with cold breakfasts or boxed lunches, adhering to the Army 14-Day Menu program. They also accommodate special dietary needs, including vegetarian, vegan, kosher, and halal options.

Cotton's operational philosophy emphasizes rapid deployment, scalability, and adherence to strict safety and quality standards. The company's culinary staff undergo rigorous training, including certifications in the Tri-Service Food Code (TB Med 530) and ANSI-accredited food safety programs. Cotton also implements enhanced cleaning protocols in compliance with CDC, EPA, and other federal, state, and local regulations.

The company has demonstrated its capabilities in large-scale operations, such as during Hurricane Ida, where it supported over 2,200 personnel across multiple sites with full-service emergency culinary operations. Cotton's ability to mobilize quickly, provide comprehensive wraparound services, and maintain high standards of food safety and quality makes it a reliable partner for disaster catering services. With strategic locations across the U.S., Mexico, and the Caribbean, Cotton is well-positioned to respond to complex challenges worldwide, ensuring seamless and efficient support during critical situations.

IV. TAB 2: Relevant Experience and References

• Provide details of a maximum of three (3) catering events, disaster catering preferred, similar in scope and size to that being requested through this solicitation that your company has completed recently.

Details for each project example provided should include:

- Project Name
- Project Address
- Customer Name
- Customer Contact Information
- Brief description of work provided and dates of event
- Type of event (ie disaster, private, municipal, etc.)
- Quantity of people served
- Quantity of meals served

Quanta Energy

Early Riser Ave. Lutz, FL 33558

Tim Henry - Vice President of Operations

james.henry@quantaservices.com | 601-497-8192



Cotton was engaged to stand up a 1,200 person camp with full turnkey services as described in this RFP.
October 10th-18th 2024
Disaster response for a Utility Company
1,200 headcount 3x day (although 4 meal times per day)
Between 25,200 and 28,800 meals served

CenterPoint Energy

Centerpoint Rd 2 - Del Mar Stadium
Leslie Freeman - Manager Electric Utility Procurement
leslie.freeman@centerpointenergy.com | 713-207-6924

Cotton maintains a contract with CenterPoint and are engaged in case of emergency to erect one or more staging sites in Texas for linemen to arrive, eat, prepare their tools, and vehicles. They receive a bagged or boxed cold lunch and are sent to work on the power infrastructure. At the end of the work-day they return to the staging area, are fed dinner (or midnight lunch), and are bussed off to lodging facilities (via hotel). Cotton provided these services between 5/28/2024-6/04/2024

Disaster response for a Utility Company
525 Headcount 3xday
Over 11,000 meals served.

Hurricane Helene First Responder Camp

Multiple sites across North Carolina
Josh Wurt
joshua.wert@fema.dhs.gov | 202-440-2941

Cotton erected Full Turnkey Base-Camps in North Carolina, there were multiple simultaneous camps with 750, 250, and 50 headcount respectively. Cotton supplied on-site catering through the use of mobile kitchens, and an erected Dining Facility (DFAC). 9/30/24 - 11/29/24
Headcount Fluctuated between 350 and 1050 over the course of the period of performance.
Cotton served over 150,000 meals during the period described.

Cotton understands that the City reserves the right to evaluate us on the past performance and prior dealings. To that end, Cotton Logistics was awarded a Subcontract under FDEM State Prime Contractor APTIM to provide meals/food services for First Responders in the North Port, FL area supporting response efforts from Hurricane Ian.

We deployed Management, Labor, Dining (DFAC) Tent with Power, Lights, Tables & Chairs, buffet lines, kitchen trailer, refrigeration, and dry storage to the site. We produced and served 250 meals for 14 days under this Task Order.

- List the last three (3) references for similar services listed in this Request for Proposal. Provide company name, address, services contracted, point of contact, email address, phone number, and date contract awarded. This information will be used as a gauge to help the City determine the quality, reliability, dependability, consistency, safety issues and overall satisfaction levels exemplified by your firm.

Please use the above projects as references.



V. TAB 3: Plan of Approach

Cotton is headquartered in Katy TX. While we are close to Houston and the Gulf, we have distributed inventory across the southeast in preparation for Hurricane season. We are comfortable adding the City of North Port to our contracted cities for emergency feeding services. Additionally, we have found that our status as an out-of-state provider (even though we have offices and assets in and around Florida), allows us to be more capable of providing services in particularly difficult situations that impact wide areas of the state. We have assets and inventory far away from the cause of local destruction, but we are prepared to mobilize at a moment's notice and can be on-site and set up often within 48 hours even if we have to mobilize from Texas or Louisiana.

Purpose

To provide a comprehensive and detailed guide for mobilizing, operating, and demobilizing an emergency response catering job, from the moment the notice to proceed (NTP) is received until the completion of the project. This SOP ensures that all personnel understand their roles and responsibilities, and that the operation is conducted efficiently, safely, and in full compliance with client expectations.

Scope

This SOP applies to all departments and personnel involved in the emergency response catering operation, including management, kitchen staff, logistics, procurement, safety officers, finance, meal tracking, support staff, and any third-party contractors.

Procedures

Receive and Acknowledge the Notice to Proceed (NTP)

Responsible:

Director of Operations

Timeline:

Immediate upon receipt

Actions:

- Verify Details: Confirm that the NTP includes all necessary details, such as scope, location, number of meals, dietary restrictions, and delivery timeline.
- Notification: Immediately notify key personnel via phone call and email.

Initial Briefing and Strategy Meeting

Responsible:

Director of Operations

Timeline:

Within 30 minutes of NTP receipt

Participants:

Director of Operation
Project Coordinator(s)
Project Manager(s)

Actions:

- Gather Information: Review the NTP details, including client expectations, location and or locations, timeline, and specific requirements.
- Role Assignment: Assign specific roles and responsibilities to key personnel.
- Resource Review: Assess availability of resources, including staff, equipment, vehicles, and supplies. Identify gaps and develop a plan to address them.



- Contingency Planning: Discuss potential challenges and develop contingency plans.

Load and Mobilize Resources

Responsible:

Project Coordinator(s)
Project Manager(s)

Timeline:

Immediately after the strategy meeting

Actions:

- Request assets
- Arrange transportation of mobile kitchens, generators, refrigeration units, box trucks, refrigerated trucks and equipment to the site.
- Confirm vehicle readiness (Pre Trip Inspections and fuel).
- Load needed smallware's.
- Load needed hot boxes, table, and shelving units.
- Load needed items for Command Set Up.
- Secure food ingredients, water, cleaning supplies, and consumables from suppliers.
- Schedule timely delivery of supplies to ensure a smooth preparation process.
- Confirm availability and transportation for all required staff,
- Ensure staff have necessary identification, uniforms, and protective gear.
- Schedule briefings to review roles and responsibilities with staff.

On-Site Setup

Responsible:

Project Manager(s)

Timeline:

Within 48 hours of the NTP, depending on location

Actions:

- Upon arrival on site, meet with the site lead and determine where to set up.
- Site Assessment: Assess the site for safety, accessibility, and space allocation for kitchen setup, storage, and dining.
- Address any identified hazards immediately.
- Kitchen and Equipment Setup:
 - Position mobile kitchens, refrigeration units, and generators according to the site plan.
 - Coordinate with responsible vendor to connect all equipment to power and water.
 - Establish food storage areas, sanitation stations, and waste disposal systems.
- Safety and Compliance:
 - Conduct a safety briefing covering hygiene standards, and equipment handling.
 - Set up first aid stations and ensure all staff know their locations.
- Implement controls and access to storage.
- Dining room set up to include, steamtables, salad bar, merchandiser, coffee dispensers and TV monitors.

Day-to-Day Operations

Responsible:

Project Manager(s)

Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this proposal.



Timeline:

Start of each shift

Actions:

- Review Previous Day: Discuss the previous day's operations, including successes, challenges, and client feedback.
- Plan of Action: Outline the day's tasks, including meal preparation schedules, staffing, and any logistical needs.
- Safety Review: Review safety protocols and address any specific risks or changes in the environment.
- Assign Roles: Ensure all team members understand their responsibilities for the day.
- Project manager(s) submit daily PMR'

Food Preparation and Service

Responsible:

Kitchen Lead(s)

Timeline:

Throughout the day, as per meal schedule

Actions:

- Menu Planning: Adjust the menu as necessary based on available ingredients and client requests.
- Preparation: Begin food preparation according to the menu plan, ensuring proper timing and coordination.
- Quality Control: Conduct taste tests and quality checks on all dishes. Address any issues immediately.
- Service: Oversee the serving of meals, ensuring correct portions, temperature, and presentation.
- Documentation: Record the number of meals served, any issues encountered, and client feedback.
- Confirm the plan for the next day, including any changes in staffing, menu, or coordination.
- Take in consideration all comments from CNP Command.

Inventory and Restocking

Responsible:

Project Manager(s)

Timeline:

Per Established guidelines with individual vendors.

Actions:

- Inventory Check: Conduct an inventory of food supplies, cleaning products, and other consumables.
- Review menu for required items
- Order Placement: Place orders for any items that are running low to ensure availability for upcoming menus for the next 3 to 4 days.
- Storage: Ensure that all supplies are safely stored according to safety standards (e.g., refrigeration for perishables).

End-of-Project Demobilization and Clean-Up

Final Meal Service

Responsible:

Project Manager(s)

Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this proposal.



Kitchen Lead(s)

Timeline:

Last day of service

Actions:

- Final Menu: Plan and execute the final meal service.
- Breakdown and pack all equipment and assets in the dining and prep tents.
- Load assets
- Disconnect utilities in coordination with vendors.
- Arrange transportation of assets to the proper laydown yard.

Track movement of assets and staff.

VI. TAB 4: Pricing Proposal

The next page contains the PDF Printed version of the spreadsheet required to fill out the pricing proposal.



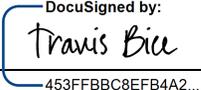
**RFP 2025-14
DISASTER FEEDING AND CATERING SERVICES**

**Bidders shall use this Excel Spreadsheet BID FORM (DO NOT PRINT BY HAND)
Items listed in categories during contract term will change as menus change**

ITEM CATEGORY	ESTIMATED QTY (1 DAY)	UNIT PRICE	TOTAL
Bundled Meal Service (Three Meals Per Day including 16 oz Bottle of Water or other beverage)	100	\$ 109.26	\$ 10,926.00
Breakfast option - Hot breakfast based on vendor's menu with juice and bottled water.	100	\$ 36.42	\$ 3,642.00
Lunch - Assortment of sandwiches (to include wraps and subs). Cookies and chips for each lunch. Iced tea (sweet and non-sweetened), assorted soda, and bottled water	100	\$ 36.42	\$ 3,642.00
Boxed lunch - Shall be individually packaged and consist of sandwiches (to include wraps or subs) or salads. Cookies and chips for each lunch. Includes all condiments, buns, iced tea, assorted soda, and water	100	\$ 36.42	\$ 3,642.00
Dinner - Hot cooked Dinner consisting of items such as a choice of two (2) proteins, starch, vegetable side, salad, and soup. Buns, iced tea (sweet and non-sweetened), assorted soda, and bottled water	100	\$ 36.42	\$ 3,642.00
Overnight Dinner(after 10:00pm) - Shall consist of items such as a choice of two (2) proteins, starch, vegetable side, salad, and soup. Buns, iced tea (sweet and non-sweetened), assorted soda, and bottled water	100	\$ 36.42	\$ 3,642.00
Snacks - Shall consist of items such as an assortment of fruit, individually packaged snacks, individually packaged peanut-free granola bars, assortment of individually packaged potato chips, cookies	50	\$ 8.00	\$ 400.00
Deserts - Shall consist of items such as assorted cakes/cupcakes, cookies, pies, ice cream, or standard size candy bar	50	\$ 2.00	\$ 100.00
Hot beverages - metal container(s) with minimum capacity for 30 servings for: hot coffee and hot water coffee grounds with individual creamers (liquid or powered), individual tea bags. Metal container shall hold the appropriate temperature for a reasonable length of time. Hot Beverages should be available at all times of the day.	300	\$ 2.50	\$ 750.00
TOTAL			\$ 30,386.00

INSTRUCTIONS

Bids must be received no later than the date and time stated in the Advertisement
Bids received after that time & date will not be considered.
This form must be returned with bid. Bids on any other form will not be accepted.

Cotton Commercial USA, Inc.	Travis Bice
Company Name	Name of Authorized Representative (Print)
5433 Katy Hockley Cut-Off Road	EVP of Logistics and Culinary
Street Address	Title
Katy, TX, 77493	travis.bice@cottonteam.com
City, State, Zip	E-mail Address
877-511-2962	 <small>453FFBBC8EFB4A2...</small>
Telephone	

VII. Exceptions to Terms and Conditions

Part II: Scope of Service

1. Scope of Work – Section G (b)
 - a. Delete “two” and replace with “twenty-four”.

Work Assignment Form:

1. In item 4, insert “unless mutually agreed upon by the parties” after the first reference of “\$500,000”.

VIII. Required Forms



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PART IV – RULES, INSTRUCTIONS AND CITY REQUIRED FORMS
FOR
PREPARING PROPOSALS

1. RULES FOR PROPOSALS - The purpose of this section of the Solicitation Document is to identify the requirements for Proposers to submit a **complete AND correct** Proposal Package, which shall cover:

A. The proposal must name all persons or entities interested in the proposals as principals of the Project Team. The proposal must declare that it is made without collusion with any other person or entity submitting a proposal pursuant to this RFP.

B. Any questions regarding a project or submittal shall be **directed to Purchasing**. There shall not be any contact between a Proposer and any member of the selection committee or negotiating committee or any member of the City Commission regarding the project or proposal submitted by any Proposer. Any Proposer contacting any committee member or member of the City Commission regarding a submitted proposal is subject to sanctions up to and including having the City disqualify that firm's submittal.

C. The Proposal Forms shall be used when submitting a Proposal. Use of any other forms shall result in the Proposer's submittal being deemed "Non-Responsive."

D. The Proposal will either be typed or completed in legible handwriting using **blue ink**. The Proposer's authorized agent will sign the Proposal Forms in **blue ink**, and all corrections made by the Proposer shall be initialed in ink by the authorized agent. The use of pencil or erasable ink or failure to comply with any of the foregoing may result in the rejection of the Proposal.

E. Proposer Registration with either the City or DemandStar is **not** required. The City utilizes www.DemandStar.com for their vendor database system: planholder list, and notification availability (ie. Addenda, Sign-In Sheets, Notice of Intent, etc.). Registration with DemandStar is **not** required to submit a Proposal. The City does **not** require the Proposer to complete a registration application with DemandStar to be recommended for the award of any Agreement. DemandStar is the City's sole method of notification for formal solicitations including but not limited to, addenda, sign-in, plans, tabsheets, Notice of Intent and any other related documents. Registration with DemandStar is optional, at the sole discretion of the Proposer. Proposers may register on-line at www.DemandStar.com or by requesting a faxed registration form by calling (800) 711-1712. **Note: If you are already registered with DemandStar for the City of North Port, you do NOT need to register again.**

2. PROPOSAL FORMAT/REQUIREMENTS

Proposers shall include the following information in their written proposal document and should use the following format when compiling their responses. Sections should be tabbed and labeled; pages should be sequentially numbered at the bottom of the page.

TITLE PAGE: Title Page shall show the request for proposal's subject, title and proposal number; the firm's legal name; points of contact information (name, telephone, cell, fax number and email address) and the date of the proposal.

TABLE OF CONTENTS: The Table of Contents shall provide listing of all major topics, their associated section number, and starting page.

TRANSMITTAL LETTER: Provide a Letter on Interest indicating the project for which the firm is applying, and the firm's commitment to the project. The response shall contain a cover letter signed in blue ink by a person who is authorized

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to commit the firm to perform the work included in the proposal, and should identify all materials and enclosures being forwarded in response to the RFP.

Tab 1: Qualifications

- Provide a description of your company's experience, and underlying philosophy in providing the services as described and requested herein. Description should include details such as: abilities, capacity, skill, strengths, number of years, and any other information which would be relevant to the Vendor's qualification to provide the disaster catering services needed by the City.

Tab 2: Company Relevant Experience and References

- Provide details of a maximum of three (3) catering events, disaster catering preferred, similar in scope and size to that being requested through this solicitation that your company has completed recently. Details for each project example provided should include:
 - Project Name
 - Project Address
 - Customer Name
 - Customer Contact Information
 - Brief description of work provided and dates of event
 - Type of event (ie disaster, private, municipal, etc.)
 - Quantity of people served
 - Quantity of meals served
- Provide a statement of understanding that your company recognizes the City reserves the right to evaluate the proposing Vendor on their past performance and prior dealings with the City of North Port (i.e. previous contract performance, failure to meet specifications, failure to perform as required, etc.) as part of their experience criteria.
- List the last three (3) references for similar services listed in this Request for Proposal. Provide company name, address, services contracted, point of contact, email address, phone number, and date contract awarded. This information will be used as a gauge to help the City determine the quality, reliability, dependability, consistency, safety issues and overall satisfaction levels exemplified by your firm.
- See Questionnaire to be submitted.

Tab 3: Plan of Approach

- Provide a detailed Plan of Approach that explains how your company intends to comply with and meet the anticipated work requested within this solicitation. A detailed Plan of Approach shall include, but not be limited to, the plan for how to provide the catering/feed services requested, anticipated resources, staffing levels, food delivery and preservation methods, equipment capabilities and plan, delivery methods for boxed meals offsite, and overall cooking capabilities per meal period/location.
- Provide a proposed timeline showing how your company will mobilize, stage, and provide all required services within twenty-four hours after notification of activation by the City.
- Provide seven (7) days' worth of sample menus that are representative of meals to be served.

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- Breakfast menu should include both a typical continental (cold) breakfast and a typical buffet (hot) breakfast.
- Lunch and dinner menus should include both box meals and buffet (hot) meals.
- Provide a copy of your company’s meal cancellation policy
- Provide copies of your company’s current health inspection records.

Tab 4: Financial Proposal

- Proposer shall complete the Financial Proposal form included in the solicitation and incorporate into this section. All line items of the proposal form must be completed. The City will only accept proposals submitted on the proposal form provided as part of this solicitation.
- into this section. All line items of the proposal form must be completed. The City will only accept proposals submitted on the proposal form provided as part of this solicitation.

A. REQUIRED SUBMITTAL FORMS: Provide fully executed forms.

- X **SCHEDULE A:** Cost/Fee Proposal (submitted under Tab 4)
- X **ATTACHMENT 1:** Proposal Submittal Signature Form
- X **ATTACHMENT 2:** Statement of Organization
- X **ATTACHMENT 3:** References – Consultant is to contact the references and advise his/her references that the City will be sending an e-mail and reference form which needs to be completed and e-mailed back to the City in a timely fashion.
- X **ATTACHMENT 4:** Drug-Free Workplace
- X **ATTACHMENT 5:** Public Entity Crime Information
- X **ATTACHMENT 6:** Non-Collusive Affidavit
- X **ATTACHMENT 7:** Lobbying Certification
- X **ATTACHMENT 8:** Conflict of Interest Form
- X **ATTACHMENT 10:** Scrutinized Company Certificate
- X **ATTACHMENT 11:** Vendor’s Certification For E-Verify System
- X **ATTACHMENT 12:** Certification Regarding Debarment, Suspension, And Other Responsibility Matters Primary Covered Transactions
- X **ATTACHMENT 13:** Foreign Entity Affidavit
- X **ATTACHMENT 14:** Human Trafficking Affidavit

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ATTACHMENT 15: Byrd Anti-lobbying Amendment Compliance and Certification

STANDARD CONTRACT: The contract to be executed upon award is attached and the signature page should be returned to prepare for City Commission award and signature.

SAMPLE INSURANCE CERTIFICATE: Demonstrate your firm’s ability to comply with insurance requirements. Provide a previous certificate or other evidence listing the Insurance Companies names for both Professional Liability and General Liability and the dollar amounts of the coverage.

MBE/WBE/VBE: If claiming either Minority Business Enterprise/Women Business Enterprises/Veteran Business Enterprise, the Prime Firm (not sub-consultant) **shall be** certified as a Minority Business Enterprise by the State of Florida, Department of Management Services, Office of Supplier Diversity pursuant to Section 287.0943, Florida Statutes.

YES, CLAIMING STATUS AS PRIME ONLY

YES, I’VE ATTACHED THE CERTIFICATE OF MBE/WBE STATUS FROM THE STATE OF FLORIDA AS OUTLINED SECTION 1.

NOT CLAIMING MBE/WBE /VBE

PLEASE INITIAL AND RETURN WITH YOUR PROPOSAL.

DS
TB

INITIALS

B. METHOD OF SUBMITTAL:

1. **NUMBER OF SUBMITTAL PACKAGES:** One (1) original hard-copy **UNBOUND** (marked “**ORIGINAL**”) and signed in blue ink. **NUMBER OF COPIES:** three (3) hard copies **BOUND** (marked “**COPY**”).
(1 original + 3 copies = 4 total submittals).

1. **NUMBER OF PAGES:** The proposal **shall not exceed (20) pages (one-sided)** in length. **LETTER SIZE: 8.5”x11”**
/FONT SIZE: Calibri 11, PDF FORMAT.

2. **USB FLASH DRIVE:** One (1) electronic version in Portable Document Format (PDF) **on a USB Drive** containing the entire submittal. **CDs will not be accepted.**

(The Title Page, City Required Forms,, resumes and tabs do not count towards the TOTAL NUMBER OF PAGES).

1.1 When compiling a response, sections should be tabbed and labeled; pages should be sequentially numbered at the bottom of the page; proposals should be bound to allow flat stacking for easy storage; **do not use three ring binders of any kind;** and sections should be compiled in the sequence list above.

1.2 Place proposal with all the required items in a sealed envelope clearly marked for specification number, project name, name of proposer, and due date and time.

3. **SUBMIT TO:**
City of North Port
Finance Department - Purchasing Division

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ATTACHMENT 2
STATEMENT OF ORGANIZATION

The following information will be provided to the City of North Port for incorporation in legal documents. It is, therefore, vital all information is accurate and complete. Please be certain all spelling, and capitalization is exactly as registered with the state or federal government.

Company Name Cotton Commercial USA, Inc.
howard.wood@cottonteam.com

Telephone # 5443 Katy Hockley Cut-Off Road
E-Mail
Fax #

Main Office Address
Katy Texas 77493

City State Zip Code
Address of Office Servicing City of North Port, if different than above: 0 SAME AS ABOVE

Office Address
City State Zip Code

Telephone # E-mail Fax #
Travis Bice: EVP of Logistics and Culinary

Name & Title of Firm Representative
howard.wood@cottonteam.com

Federal Identification Number:

Bidder shall submit proof that it is authorized to do business in the State of Florida unless registration is not required by law.

(Please Check One)

Is this a Florida Corporation: 0Yes or 0No

If not a Florida Corporation,

In what state was it created: Texas
Name as spelled in that State: Cotton Commercial USA, Inc.

What kind of corporation is it: "For Profit" or "Not for Profit"

Is it in good standing: Yes or No

Authorized to transact business in Florida: Yes or No

State of Florida Department of State Certificate of Authority Document No.:

Does it use a registered fictitious name: Yes or No

Names of Officers:

President: James Scaife Secretary:

Vice President: Chris Sneck Treasurer: Kevin Freeman

Director: Director:

Other: Other:

Name of Corporation (As used in Florida):

Cotton Commercial USA, Inc.

(Spelled exactly as it is registered with the state or federal government)

Corporate Address:

Post Office Box: N/A

City, State Zip:

Street Address: 840 W Sam Houston Pkwy N #225

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City, State, Zip: Houston, TX 77024

STATE OF TEXAS
COUNTY OF Harris

Sworn to (or affirmed) and subscribed before me by means of physical presence or online notarization, this 6th
day of August 2025, by Travis Bice.

[Signature]
_ Notary Public - State of Texas

Personally Known OR Produced Identification _____
Type of Identification Produced _____

Date: 8/6/2025 | 6:24 AM CDT

Signed (Person authorized to bind the company): Cotton Commercial USA, Inc.

Name (printed): Travis Bice

DocuSigned by:

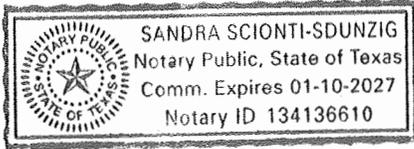
Travis Bice

463FFB8C8EFB4A2...

Title: EVP of Logistics & Culinary Divisions

THIS PAGE MUST BE COMPLETED AND SUBMITTED

THIS PAGE MUST BE COMPLETED AND SUBMITTED WITH YOUR PROPOSAL



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**ATTACHEMENT 3
REFERENCES/CLIENT LISTING**

(The proposer shall provide a minimum of three (3) business related references for which they are currently providing, or have provided within the last five (5) years, services similar to the scope of services required by this RFP.). Attach additional sheets if necessary.

1. Business/Customer Name: Quanta Energy

Name of Contact Person/Title: Tim Henry - Vice President of Operations

Telephone# 601-497-8192 Fax _____ E-mail james.henry@quantaservices.com

Address Early Riser Ave. Lutz, FL 33558

Duration of Contract or business relationship October 10th-18th 2024

Type of Services Provided Stood up a 1,200 person camp with full turnkey services, including catering

2. Business/Customer Name: CenterPoint Energy

Name of Contact Person/Title: Leslie Freeman - Manager Electric Utility Procurement

Telephone# 713-207-6924 Fax _____ E-mail leslie.freeman@centerpointenergy.com

Address Centerpoint Rd 2 - Del Mar Stadium

Duration of Contract or business relationship 5/28/2024-6/04/2024

Type of Services Provided Staging camp for 525 including 3 meal catering

3. Business/Customer Name: Federal Emergence Management Agency (FEMA)

Name of Contact Person/Title: Josh Wert - Logistics Section Chief

Telephone# 202-440-2941 Fax _____ E-mail joshua.wert@fema.dhs.gov

Address Multiple sites across North Carolina

Duration of Contract or business relationship 9/30/24 - 11/29/24

Type of Services Provided Stood up multiple camps with full turnkey services, including catering

Date: _____

Signed (Person authorized to bind the company): _____

Name (printed): Travis Bice Title: EVP of Logistics and Culinary

THIS PAGE MUST BE COMPLETED AND SUBMITTED WITH PROPOSAL.

**CITY OF NORTH PORT
REQUEST FOR PROPOSAL NO. 2025-14
Emergency Feeding and Catering Services**

4. Business/Customer Name: _____

Name of Contact Person/Title: _____

Telephone# _____ Fax _____ E-mail _____

Address _____

Duration of Contract or business relationship _____

Type of Services Provided _____

5. Business/Customer Name: _____

Name of Contact Person/Title: _____

Telephone# _____ Fax _____ E-mail _____

Address _____

Duration of Contract or business relationship _____

Type of Services Provided _____

Date: 8/6/2025 | 3:48 PM CDT _____

Signed (Person authorized to bind the company): _____

DocuSigned by:
Travis Bice
453FFBBC8EFB4A2...

Name (printed): Travis Bice **Title:** Executive Vice President of
Logistics & Culinary Divisions

THIS PAGE MUST BE COMPLETED AND SUBMITTED WITH PROPOSAL.

**CITY OF NORTH PORT
REQUEST FOR PROPOSAL NO. 2025-14
Emergency Feeding and Catering Services**

REFERENCE QUESTIONNAIRE

PROVIDE SAME OR SIMILAR SERVICES WITHIN THE LAST FIVE (5) YEARS

It is the proposer's responsibility to contact the Purchasing Division prior to submitting their proposal to verify receipt of the required number of references.

Solicitation No. **RFP No. 2025-14** **RFP/RFB Title: _ Emergency Feeding and Catering Services**

Respondent Name: _____

This reference questionnaire is to be completed by the company that has done business with the Bidder/Respondent in the past. Please indicate "n/a" if an item is not applicable.

Services provided by Bidder/Respondent:

Were these services provided during a declared disaster? If so, please expand upon the type of disaster and the Vendor's performance during the disaster:

On a scale of 1 to 10, with 10 being the best, what was the quality of the food provided by the Bidder: _____

Average cost of services provided by Bidder/Respondent per meal:

Please list the names of Bidder/Respondent's staff providing services:

Bidder/Respondents ability to meet deadlines: _____

Have you experienced any conflicts, disputes, or service issues: Yes _____ No _____?

If yes, were they reported and resolved timely? Were you satisfied with the resolution? _____

Would you contract again with the Bidder/Respondent for the same or similar services? _____

On a scale of one to ten, with ten being the best, how would you rate the overall performance of the bidder: _____

Additional Comments:

CITY OF NORTH PORT
REQUEST FOR PROPOSAL NO. 2025-14
Emergency Feeding and Catering Services

This REFERENCE QUESTIONNAIRE IS PROVIDED BY:

Name of Company: _____

Address of Company: _____

Telephone No. _____

E-mail Address: _____

Date: _____

Name and title of person filling out this reference questionnaire: _____

Signature of person filling out this reference questionnaire: _____

This reference form must be emailed to Purchasing@northportfl.gov by the company who is providing the reference on or before **BID OPENING DATE & TIME indicated on the Cover Sheet. Please add Solicitation Number to your E-mail subject line.**

**CITY OF NORTH PORT
REQUEST FOR PROPOSAL NO. 2025-14
Emergency Feeding and Catering Services**

ATTACHMENT 4

DRUG-FREE WORKPLACE FORM

The undersigned, in accordance with Florida Statutes Section 287.087, hereby certifies that the Contractor, Cotton Commercial USA, Inc. (Company Name):

1. Publishes a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Informs employees about the dangers of drug abuse in the workplace, the business’s policy of maintaining a drug free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Gives each employee engaged in providing the commodities or Contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notifies employees that, as a condition of working on the commodities or Contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Imposes a sanction on or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee’s community, by any employee who is so convicted.
6. Makes a good faith effort to continue to maintain a drug free workplace through implementation of this section.

Check one:

- As the person authorized to sign this statement, I certify that this firm complies fully with above requirements.
- As the person authorized to sign this statement, this firm **does not** comply fully with the above requirements.

DocuSigned by:

Signature Travis Bice

Travis Bice 453FEFBC8EFB4A2...

Printed Name

EVP of Logistics and Culinary

Title _____

Date 8/6/2025 | 3:48 PM CDT

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CITY OF NORTH PORT
REQUEST FOR PROPOSAL NO. 2025-14
Emergency Feeding and Catering Services

ATTACHMENT 5
PUBLIC ENTITY CRIME INFORMATION

As provided by F.S. §287.133, a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a Contract to provide any goods or services to a public entity, may not submit a bid on a Contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a Contractor, supplier, Subcontractor, or Consultant under a Contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

I, Travis Bice, being an authorized representative of the Respondent _____,

Located at: 5443 Katy Hockley Cut-Off Road

City: Katy State: TX Zip Code: 77493, have read and understand the contents above. I further certify that Respondent is not disqualified from replying to this solicitation because of F.S.

§287.133. DocuSigned by:
Travis Bice
Signature: _____ Date: 8/6/2025 | 6:24 AM CDT
453FFB8CBFFB4A2
Telephone #: 877-511-2962 Fax #: _____
Federal ID #: 20-2702810 E-mail: travis.bice@cottonteam.com

State of Texas
County of Harris
STATE OF Texas
COUNTY OF Harris

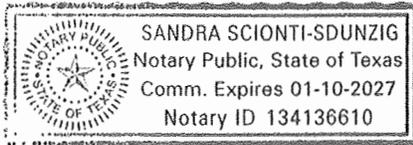
Sworn to (or affirmed) and subscribed before me by means of physical presence or online notarization, this 6th day of August 2025, by Travis Bice.

[Signature]
Notary Public – State of Texas

Personally Known OR Produced Identification _____
Type of Identification Produced _____

Date: _____
Signed (Person authorized to bind the company): _____
Name (printed): _____ Title: _____

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CITY OF NORTH PORT
REQUEST FOR PROPOSAL NO. 2025-14
Emergency Feeding and Catering Services

ATTACHMENT 6
NON-COLLUSIVE AFFIDAVIT

Before me, the undersigned authority ("Affiant"), personally appeared:

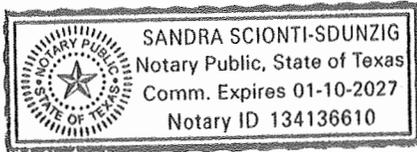
Travis Bice who, being first duly sworn, deposes and says that:

1. Affiant is the Officer [insert Owner, Partner, Officer, Representative or Agent] of Cotton Commercial USA, Inc, [insert name of Contractor] the Respondent that has submitted the attached reply;
2. Affiant is fully informed respecting the preparation and contents of the attached reply and of all pertinent circumstances respecting such reply;
3. Such reply is genuine and is not a collusive or sham reply;
4. Neither the said Respondent nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other respondent, firm, or person to submit a collusive or sham reply in connection with the work for which the attached reply has been submitted: or have in any manner, directly or indirectly sought by agreement or collusion, or communication or conference with any respondent, firm, or person to fix the price or prices in the attached reply or of any other respondent, or to fix any overhead, profit, or cost elements of the reply price or the reply price of any other respondent, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the reply work.

Signed, sealed, and delivered on August 5, 2025.

DocuSigned by:
Travis Bice
453FFBBC8EFB4A2...

Signature
Travis Bice
Printed Name
EVP of Logistics and Culinary
Title



SWORN ACKNOWLEDGMENT

STATE OF Texas
COUNTY OF Harris

Sworn to (or affirmed) and subscribed before me by means of ___ physical presence or online notarization, this 6th day of August 2025, by Travis Bice.

[Signature]
Notary Public

Personally Known OR Produced Identification ___
Type of Identification Produced _____

THIS PAGE MUST BE COMPLETED AND SUBMITTED WITH YOUR PROPOSAL

CITY OF NORTH PORT
REQUEST FOR PROPOSAL NO. 2025-14
Emergency Feeding and Catering Services

ATTACHMENT 7
LOBBYING CERTIFICATION

"The undersigned hereby certifies, to the best of his or her knowledge and belief, that":

STATE OF TEXAS

COUNTY OF HARRIS

This 5TH day August of 2025

Travis Bice, being first duly sworn, deposes and says that he or she is the authorized representative of Cotton Commercial USA, Inc (Name of the contractor, firm or individual), and that the vendor and any of its agents agree to have no contact or communication with, or discuss any matter related in any way to any active City of North Port solicitation, with any City of North Port elected officials, officers, their appointees or their agents or any other staff or outside individuals working with the city in respect to this request other than the designated Procurement Official Contact and to abide by the restrictions outlined in the General Terms and Conditions of the Solicitation. Technical questions directed to the project manager, is prohibited. These persons shall not be lobbied, either individually or collectively, regarding any questions for bid, proposal, qualification and/or any other solicitations released by the city. To do so is grounds for immediate disqualification from the selection process. The selection process is not considered final until such a time as the Commission has made a final and conclusive determination.

(a) No City appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence either directly or indirectly an officer or employee of the City, City Commission in connection with the awarding of any City Contract.

(b) If any funds other than City appropriated funds have been paid or will be paid to any person for influencing or attempting to influence a member of City Commission or an officer or employee of the City in connection with this contract, the undersigned shall complete and submit Standard Form-L "Disclosure Form to Report Lobbying", in accordance with its instructions.

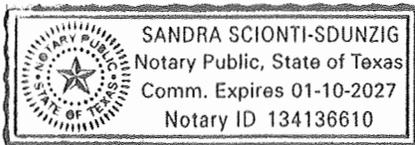
Signed, sealed and delivered this 5th day of August, 2025.

By: Travis Bice
DocuSigned by:
453FFBCC8EFB4A2...

Travis Bice
(Printed Name)
EVP of Logistics and Culinary
(Title)

STATE OF Texas
COUNTY OF Harris

Sworn to and subscribed before me by means of physical presence or online notarization this 6th day of August, 2025, by Travis Bice who " is personally known to me or " has produced his/her driver's license as identification.



Sandra Scionti-Sdunzig
Notary Public - State of Texas
Print Name: Sandra Scionti-Sdunzig
Commission No: 134136610

**CITY OF NORTH PORT
REQUEST FOR PROPOSAL NO. 2025-14
Emergency Feeding and Catering Services**

**APPENDIX A, 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBBYING.
Certification for Contracts, Grants, Loans, and Cooperative Agreements**

48 44 C.F.R. §§ 18.100, 18.110; 44 C.F.R. Part 18, Appendix A. FEMA's regulations at 44 C.F.R. Part 18 implement the requirements of 31 U.S.C. § 1352 and provides, in Appendix A to Part 18, a copy of the certification that is required to be completed by each entity as described in 31 U.S.C. § 1352.
49 44 C.F.R. §§ 18.100, 18.110; 44 C.F.R. Part 18, Appendix B. The specific form for disclosures is referenced in Appendix B to 44 C.F.R. Part 18 and is SF-LLL, also available at https://apply07.grants.gov/apply/forms/readonly/SFLLL_2_0-V2.0.pdf.

The undersigned certifies, to the best of his or her knowledge and belief, that:

No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure."

The Contractor Cotton Commercial USA, Inc certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

CITY OF NORTH PORT
REQUEST FOR PROPOSAL NO. 2025-14
Emergency Feeding and Catering Services

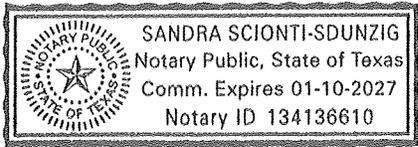
Signed, sealed and delivered this 5th day of August, 2025.

DocuSigned by:
By: Travis Bice
453FFB8C8EFB4A2...

Travis Bice
(Printed Name)
EVP of Logistics and Culinary
(Title)

STATE OF Texas
COUNTY OF Harris

Sworn to and subscribed before me by means of physical presence or online notarization this 6th day of August, 2025, by Travis Bice who " is personally known to me or " has produced his/her driver's license as identification.



[Signature]
Notary Public - State of Texas
Print Name: Sandra Scionti-Sdunzig
Commission No: 134136610

**CITY OF NORTH PORT
REQUEST FOR PROPOSAL NO. 2025-14
Emergency Feeding and Catering Services**

**ATTACHMENT 8
CONFLICT OF INTEREST FORM**

Florida Statutes Section 112.313 places limitations on public officers (including advisory board members) and employees' ability to contract with the City of North Port, Florida ("City") either directly or indirectly.

PART I. [Select and complete all that apply]:

I am an employee, public officer, or advisory board member of the City.

Identify the position and/or board: _____

I am the spouse or child of an employee, public officer, or advisory board member of the City.

Identify the name of the spouse or child: _____

I am an employee, public officer or advisory board member of the City, or my spouse or child, is an officer, partner, director, or proprietor of Respondent/Contractor or has a material interest in Contractor. "Material interest" means direct or indirect ownership of more than 5 percent of the total assets or capital stock of any business entity. For the purposes of Florida Statutes Section 112.313, indirect ownership does not include ownership by a spouse or minor child.

Identify the name of the person and the entity _____

Bidder/Contractor employs or contracts with an employee, public officer, or advisory board member of the City.

Identify the name of the employee, public officer, or advisory board member _____

None of the Above

PART II: Will you request an advisory board member waiver?

I WILL request an advisory board member waiver under §112.313(12)

I WILL NOT request an advisory board member waiver under §112.313(12)

N/A

The City will review any relationships which may be prohibited under the Florida Ethics Code and will disqualify any Contractor whose conflicts are not waived or exempt.

DocuSigned by:

Travis Bice

453FFB8C8EFB4A2...

Signature of Person Authorized to Bind the Contractor

**CITY OF NORTH PORT
REQUEST FOR PROPOSAL NO. 2025-14
Emergency Feeding and Catering Services**

**ATTACHMENT 10
SCRUTINIZED COMPANY CERTIFICATION FORM**

Contractor Name: Cotton Commercial USA, Inc
Authorized Representative Name and Title: Travis Bice: EVP of Logistics and Culinary
Address: 5443 Katy Hockley Cut-Off Road City: Katy State: TX ZIP: 77493
Phone Number: _____ Email Address: travis.bice@cottonteam.com

A company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a Contract with the City of North Port for goods or services of any amount if, at the time of bidding on, submitting a proposal for, or entering into or renewing such Contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Florida Statutes, section 215.4725, or is engaged in a boycott of Israel.

A company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a Contract with the City of North Port for goods or services of \$1 million or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such Contract, the company is on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to Florida Statutes, section 215.473, or with companies engaged in business operations in Cuba or Syria.

CHOOSE ONE OF THE FOLLOWING

This Contract or Contract renewal is for goods or services of less than \$1 million. As the person authorized to sign on behalf of the above-named company, and as required by Florida Statutes Section 287.135(5), I hereby certify that the above-named company is not participating in a boycott of Israel.

This bid, proposal, Contract or Contract renewal is for goods or services of \$1 million or more. As the person authorized to sign on behalf of the above-named company, and as required by Florida Statutes Section 287.135(5), I hereby certify that the above-named company is not participating in a boycott of Israel, is not on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, and it does not have business operations in Cuba or Syria.

I understand that pursuant to Florida Statutes, section 287.135, the submission of a false certification may result in the termination of the Contract if one is entered into, and may subject the above-named company to civil penalties, attorney's fees and costs.

Certified By:

DocuSigned by:
Travis Bice
453FFBBC8EFB4A2...

Signature of Contractor's Authorized Representative

Travis Bice

Name

EVP of Logistics and Culinary

Title

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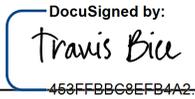
**CITY OF NORTH PORT
REQUEST FOR PROPOSAL NO. 2025-14
Emergency Feeding and Catering Services**

**ATTACHMENT 11
VENDOR'S CERTIFICATION FOR E-VERIFY SYSTEM**

The undersigned Vendor/Consultant/Contractor (Vendor), after being duly sworn, states the following:

1. Vendor is a person or entity that has entered into or is attempting to enter into a contract with the City of North Port (City) to provide labor, supplies, or services to the City in exchange for salary, wages or other renumeration.
2. Vendor has registered with and will use the E-Verify System of the United States Department of Homeland Security to verify the employment eligibility of:
 - a. All persons newly hired by the Vendor to perform employment duties within Florida during the term of the contract; and
 - b. All persons, including sub-contractors, sub-vendors or sub-consultants, assigned by the Vendor to perform work pursuant to the contract with the City.
3. If the Vendor becomes the successful Contractor who enters into a contract with the City, then the Vendor will comply with the requirements of Section 448.095, Fla. Stat. "Employment Eligibility", as amended from time to time.
4. Vendor will obtain an affidavit from all subcontractors attesting that the subcontractor does not employ, contract with, or subcontract with, an unauthorized alien as defined in 8 United States Code, Section 1324A(H)(3).
5. Vendor will maintain the original affidavit of all subcontractors for the duration of the contract.
6. Vendor affirms that failure to comply with the state law requirements can result in the City's termination of the contract and other penalties as provided by law.
7. Vendor understands that pursuant to Florida Statutes, section 448.095, the submission of a false certification may result in the termination of the contract if one is entered into, and may subject the Vendor named in this certification to civil penalties, attorney's fees and costs.

VENDOR: Cotton Commercial USA, Inc. (Vendor's Company Name)

Certified By:  453FFB8C8EFB4A2...
 AUTHORIZED REPRESENTATIVE SIGNATURE

Print Name and Title: Travis Bice: EVP of Logistics and Culinary

Date Certified: 8/6/2025 | 3:48 PM CDT

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CITY OF NORTH PORT
REQUEST FOR PROPOSAL NO. 2025-14
Emergency Feeding and Catering Services

ATTACHMENT 13:
AFFIDAVIT OF COMPLIANCE REGARDING FOREIGN ENTITY OF CONCERN LAWS

The undersigned, on behalf of the entity listed below ("Entity"), hereby attests and declares as follows:

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

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

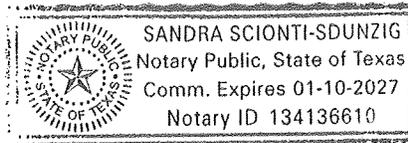
ENTITY

COTTON COMMERCIAL USA, INC.

[NAME OF LEGAL ENTITY, IN BOLD ALLCAPS]

DocuSigned by:
Travis Bice

STATE OF Texas
COUNTY OF Harris



Sworn to and subscribed before me by means of physical presence or online notarization this 6th day of August, 2025, by Travis Bice who " is personally known to me or " has produced his/her driver's license as identification.

[Signature]
Notary Public - State of Texas
Print Name: Sandra Scionti-Sdunzig
Commission No: 134136610

Effective 7/1/2024

CITY OF NORTH PORT
REQUEST FOR PROPOSAL NO. 2025-14
Emergency Feeding and Catering Services

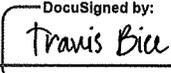
ATTACHMENT 14:
Anti-Human Trafficking Affidavit

Instructions: This form must be completed by an officer or representative of an entity registering as a vendor, entering into, renewing, or extending, a contract with the City of North Port.

The undersigned, on behalf of Cotton Commercial USA, Inc. ("Entity"), verifies the following:

- A. I have read and understand that Florida Statutes Section 787.06(13), prohibits the City of North Port ("City") from executing, renewing, or extending a contract to entities that use coercion for labor or services, with such terms defined in Florida Statutes Section 787.06(2) as follows:
 - "Coercion" means: (1) using or threatening to use physical force against any person; (2) restraining, isolating, or confining or threatening to restrain, isolate, or confine any person without lawful authority and against her or his will; (3) using lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or services are not respectively limited and defined; (4) destroying, concealing, removing, confiscating, withholding, or possessing any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person; (5) causing or threatening to cause financial harm to any person; (6) enticing or luring any person by fraud or deceit; or (7) providing a controlled substance as outlined in Schedule I or Schedule II of Section 893.03, Florida Statutes, to any person for the purpose of exploitation of that person.
 - "Labor" means work of economic or financial value.
 - "Services" means any act committed at the behest of, under the supervision of, or for the benefit of another. The term includes, but is not limited to, forced marriage, servitude, or the removal of organs.
- B. I declare, under penalties of perjury, that Entity does not use coercion for labor or services as defined in Florida Statutes Section 787.06(2).
- C. I understand that this affidavit applies to any City contract executed, renewed, or extended for the duration of the contract; and the Entity must execute and submit this affidavit at least annually in the vendor registration and renewal process.

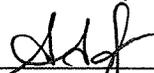
I, the undersigned, understand and affirm that the above statements are based upon personal knowledge; that I am over the age of 18 years and otherwise competent to make the above statements; and am authorized to legally bind the Entity, and make the above statements on behalf of Entity. **Under penalties of perjury, I declare that I have read the forgoing document and that the facts stated in it are true.**

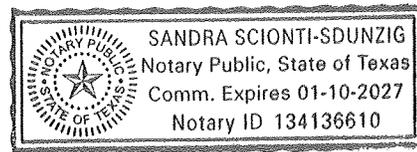
Authorized Signature: 
Printed Name: Travis Bice

Date: 8/6/2025 | 6:24 AM CDT
Title: EVP of Logistics and Culinary

STATE OF Texas
COUNTY OF Harris

Sworn to (or affirmed) and subscribed before me by means of physical presence or online notarization, this 6th day of August, 2025, by Travis Bice, as EVP-Logistics + Culinary of Cotton Commercial USA, the Entity, and is personally known to me or produced identification. Type of Identification produced _____.


Signature of Notary Public
Sandra Scionti-Sdunzig
Name of Notary Typed, Printed or Stamped
My Commission Expires: 01-10-2027



**CITY OF NORTH PORT
REQUEST FOR PROPOSAL NO. 2025-14
Emergency Feeding and Catering Services**

**Attachment 15:
CERTIFICATIONS AND REPRESENTATIONS
(GRANT FUNDS)**

1. BYRD ANTI-LOBBYING AMENDMENT COMPLIANCE AND CERTIFICATION

For all orders above the limit prescribed in 2 CFR 215, Appendix A, Section 7 (currently \$100,000), the Offeror must complete and sign the following:

The following certification and disclosure regarding payments to influence certain federal transactions are made per the provisions contained in OMB Circular A-110 and 31 U.S.C. 1352, the "Byrd Anti-Lobbying Amendment."

The offeror, by signing its offer, hereby certifies to the best of his or her knowledge and belief that:

No Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on his or her behalf in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan, or cooperative agreement;

If any funds other than Federal appropriated funds (including profit or fee received under a covered Federal transaction) have been paid, or will be paid, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on his or her behalf in connection with this solicitation, the offeror shall complete and submit, with its offer, OMB standard form LLL, Disclosure of Lobbying Activities, to the Contracting Officer; and

He or she will include the language of this certification in all subcontract awards at any tier and require that all recipients of subcontract awards in excess of \$100,000 shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance is placed when this transaction was made or entered into. Submission of this certification and disclosure is a prerequisite for making or entering into this contract imposed by section 1352, title 31, United States Code. Any person making an expenditure prohibited under this provision or who fails to file or amend the disclosure form to be filed or amended by this provision, shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000, for each such failure.

DocuSigned by:
Travis Bice
453FE8BC8EEB4A2

SIGNATURE: _____

COMPANY NAME: Cotton Commercial USA, Inc.

DATE: 8/6/2025 | 3:48 PM CDT

END OF PART IV

Certificate Of Completion

Envelope Id: AA8522FB-E198-469B-AFD4-312C3DF22495
 Subject: Complete with Docusign: City of North Port - RFP Response 08.06.25.pdf
 Source Envelope:
 Document Pages: 35
 Certificate Pages: 4
 AutoNav: Enabled
 Envelopeld Stamping: Enabled
 Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Status: Completed
 Envelope Originator:
 kira ceker
 840 W Sam Houston Parkway N
 2nd Floor
 Houston, TX 77024
 kira.ceker@cottonteam.com
 IP Address: 74.124.32.70

Record Tracking

Status: Original
 8/6/2025 1:39:04 PM
 Holder: kira ceker
 kira.ceker@cottonteam.com
 Location: DocuSign

Signer Events

Travis Bice
 travis.bice@cottonteam.com
 Travis Bice - EVP of Logistics & Culinary Divisions
 Security Level: Email, Account Authentication
 (None)

Signature

DocuSigned by:

 453FFB8C8EFB4A2...
 Signature Adoption: Pre-selected Style
 Using IP Address: 207.70.150.187

Timestamp

Sent: 8/6/2025 1:41:26 PM
 Viewed: 8/6/2025 1:46:34 PM
 Signed: 8/6/2025 1:48:18 PM

Electronic Record and Signature Disclosure:
 Accepted: 8/6/2025 1:46:34 PM
 ID: f3a05375-59c2-45e4-8253-b2daa633fcb

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Jeremiah Zerby
 Jeremiah.Zerby@cottonteam.com
 Security Level: Email, Account Authentication
 (None)

COPIED

Sent: 8/6/2025 1:48:19 PM
 Viewed: 8/6/2025 2:01:05 PM

Electronic Record and Signature Disclosure:
 Not Offered via Docusign

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Event	Status	Timestamp
Envelope Sent	Hashed/Encrypted	8/6/2025 1:41:26 PM
Certified Delivered	Security Checked	8/6/2025 1:46:34 PM
Signing Complete	Security Checked	8/6/2025 1:48:18 PM
Completed	Security Checked	8/6/2025 1:48:19 PM

Payment Events

Status

Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Cotton Holdings – Contracts (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Cotton Holdings – Contracts:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: kira.ceker@cottonteam.com

To advise Cotton Holdings – Contracts of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at kira.ceker@cottonteam.com and in the body of such request you must state: your

previous email address, your new email address. We do not require any other information from you to change your email address

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Cotton Holdings – Contracts

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to kira.ceker@cottonteam.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Cotton Holdings – Contracts

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to kira.ceker@cottonteam.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process.

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Cotton Holdings – Contracts as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Cotton Holdings – Contracts during the course of your relationship with Cotton Holdings – Contracts.