

AGENDA
CITY COUNCIL WORKSHOP
July 7, 2014
6:00 p.m. at City Hall

1. Call to Order
2. Roll Call
3. Special Magistrate for Code Enforcement Services
4. Adjournment

Springfield Law, P.A.;
Jennifer B. Springfield, Esq.

**Proposal for Code Enforcement
Special Magistrate for the City of
Lake City, FL**

**RFP-022-2014
May 19, 2014**

Original Copy

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F. EMORY SPRINGFIELD
JENNIFER BURDICK SPRINGFIELD
CERTIFIED MEDIATOR

DENNIS B. GUNSON
(1960-1993)

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SPRINGFIELD LAW, P.A.
ATTORNEYS AT LAW
806 NORTHWEST 16TH AVENUE
SUITE B
GAINESVILLE, FLORIDA 32601

SOCIAL SECURITY DISABILITY
PERSONAL INJURY
CRIMINAL DEFENSE
WORKERS' COMPENSATION
NURSING HOME NEGLIGENCE
ENVIRONMENTAL
LAND USE
MEDIATION

May 19, 2014

Laurette Burks, Director of Procurement
Evaluation Committee Members
City of Lake City
205 N. Marion Avenue
Lake City, Florida 32055

Re: RFP-022-2014; Code Enforcement Special Magistrate

Dear Ms. Burks and Members of the Evaluation Committee:

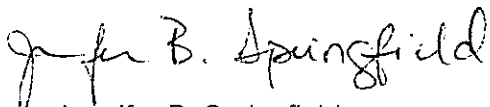
Thank you for the opportunity to submit a proposal under the above-referenced Request for Proposals to provide services to the City of Lake City to serve as its Special Magistrate for Code Enforcement. I believe that my experience serving as a mediator in circuit court civil matters, my experience representing state and local boards and representing clients before such boards, as well as being accustomed to working with technical agency rules and regulations, uniquely qualifies me for this position.

I am thorough, thoughtful, and respectful in all of my work. I am very familiar with governmental clients and work especially well with difficult persons. My legal research and writing skills are excellent; please let me know if you would like to see a writing sample. I have drafted many orders similar to those required for local government code enforcement matters. My oral communication skills are very good, as well.

I understand the requirements of due process and evidentiary matters. I will be fair, unbiased and, initially, give all persons the benefit of the doubt. I have the utmost respect for the law.

I appreciate your consideration of the enclosed proposal to serve as the City of Lake City's Code Enforcement Special Magistrate. If chosen, I commit to doing an outstanding job for the City.

Sincerely,


Jennifer B. Springfield

COMPANY OR PERSONAL BACKGROUND

Springfield Law, P.A. is located in Gainesville, Florida, approximately 50 miles or 45 minutes south of the City of Lake City. F. Emory Springfield, a Gainesville native, opened his law office in 1990 after five years of practicing law with the Gainesville firm of Fine, Farkash & Parlapiano. His law practice has focused on the areas of criminal and civil trial work, including personal injury, workers compensation and social security disability.

Jennifer B. Springfield joined the firm in 2006 after a long career in the public sector as a water management district attorney. Ms. Springfield's legal practice areas include environmental, land use, local government, administrative, and real property litigation. Ms. Springfield is also a Florida Supreme Court Certified Circuit Civil Mediator and a Qualified Arbitrator.

The partners at Springfield Law have excellent reputations in their local community, the region and the state as professionals of unquestioned integrity, responsibility, and excellent legal ability.

For additional information about Springfield Law, P.A., please see the firm's website at www.springfieldlawpa.com. For additional information about Ms. Springfield, please see her resume included below.

Please also see our organizational chart below.

**Jennifer Burdick Springfield
Attorney at Law
Certified Mediator
Qualified Arbitrator**



Florida Bar Member since 1985
U.S. Middle District Member since 1992
Certified Circuit Civil Mediator since 1997
Certified County Mediator since 2005
Certificate in Residential Mortgage Foreclosure Mediation since 2010
Qualified Arbitrator since 2013
Florida Bar Environmental & Land Use Law Section Member
Florida Bar City, County, and Local Government Law Section
Eighth Judicial Circuit Bar Association Member (regular contributor to newsletter)
Florida Academy of Professional Mediators Member

Contact Information

806 NW 16th Avenue
Suite B
Gainesville, FL 32601

(352) 371-9909 Office
(352) 377-4077 FAX
(352) 562-9557 Cell

jennifer@springfieldlawpa.com

Areas of Legal Expertise

Water Law
Land Use Law
Real Property Litigation
Environmental Law

Eminent Domain
Trial Practice
Administrative Law
Mediation
Arbitration

Higher Education

J.D., University of Florida, College of Law, July 1984
Graduate Instructor, Legal Research and Writing (1983-1984)

B.A., Philosophy, University of Florida, December 1980

Florida Bar approved Continuing Legal Education Courses (1985-present);
Supreme Court approved Continuing Mediator Education Courses (1997-present).

Florida Dispute Resolution Center Court –Appointed Arbitrator Training, August 2013

Negotiating Environmental Agreements Workshop, Lawrence E. Susskind, Program for Negotiation, Massachusetts Institute of Technology, September 1995

American Arbitration Association Circuit Court Mediator Training Program, May 1993

Legal Work Experience

Shareholder, Attorney/Mediator, Springfield Law, P.A., January 1, 2007 – present. *Ms. Springfield represents private individuals, corporations, and governmental bodies in legal proceedings before county, circuit and appellate courts in Florida, before local government commissions and the Florida Division of Administrative Hearings, primarily regarding environmental and land use law matters. She also handles all aspects of agency rulemaking with the Florida Legislature's Joint Administrative Procedures Committee and the Florida Department of State. Ms. Springfield also provides representation to Florida local governments regarding open government, contract, employment and other legal matters.*

Associate Attorney/Mediator, F. Emory Springfield, P.A., September 2005 – December 31, 2006. *Ms. Springfield represented private individuals, corporations, and governmental bodies in legal proceedings before county, circuit and appellate courts in Florida, before local government commissions and the Florida Division of Administrative Hearings, primarily regarding environmental and land use law matters. She also represented the Suwannee River Water*

Management District in environmental resource permit enforcement and in developing its water use rules.

Office Manager, January 2005, to Present, F. Emory Springfield, P.A./Springfield Law, P.A. *Ms. Springfield is responsible for supervising the legal support staff, overseeing financial matters, and consulting with her partner regarding all other matters affecting the business.*

Judicial Campaign Manager, Alachua County, Florida, January 2004 – November 2004. *Ms. Springfield was a key player in determining campaign strategy, was responsible for coordinating all volunteer activities, and was an active participant in fundraising activities.*

Assistant General Counsel, St. Johns River Water Management District, May 1987- December 2003. *Ms. Burdick Springfield's primary responsibilities included representing the District in Florida county, circuit, and appellate courts, as well as administrative hearings and rulemaking proceedings regarding regulatory matters throughout the District's nineteen county region. For many years she served as the district's lead attorney on all water supply matters, including permit negotiations for large water users/suppliers, rulemaking, and water supply planning. Ms. Springfield also became the in-house expert on mediation.*

Assistant Public Defender, Eighth Judicial Circuit, Florida, November 1985 – December 1986. *Ms. [Burdick] Springfield was responsible for defending all persons charged with a misdemeanor or traffic offense in Baker, Bradford, and Union counties. She was responsible for all juvenile and mental health cases in these same three counties. Ms. Springfield also defended Florida Department of Correction inmates in extradition proceedings.*

Assistant General Counsel, South Florida Water Management District, January 1985 – October 1985. *Ms. [Burdick] Springfield handled surface water management and right-of-way regulatory matters, as well as serving as the lead attorney in developing the District's personnel rules.*

Law Clerk, Burdick and Daves, P.A., West Palm Beach, Florida, July 1984 – December 1984. *Ms. [Burdick] Springfield supported senior partner Joel T. Daves, III, particularly in his representation of the citizens opposed to Palm Beach County's solid waste disposal project.*

Mediation Work Experience

Shareholder, Attorney/Mediator, Springfield Law, P.A., January 1, 2007 – present. *Ms. Springfield conducts mediations in matters pending before county and circuit courts and before the Florida Division of Administrative Hearings, and*

represents parties in mediations. Ms. Springfield also serves as a mediator in the Eighth Judicial Circuit's Residential Foreclosure Mediation Program. Ms. Springfield also conducts non binding arbitrations in matters pending before state courts.

Guest Lecturer and Trainer, Environmental Dispute Resolution Seminar Course, M.J. Angelo, University of Florida Levin College of Law (1998-present)

Associate Attorney/Mediator, F. Emory Springfield, P.A., September 2005 – December 31, 2006. *Ms. Springfield conducted mediations in matters pending before circuit courts, primarily related to environmental law, and represented parties in mediation.*

Assistant General Counsel, St. Johns River Water Management District, May 1987- December 2003. *Ms. Springfield was instrumental in establishing an interdisciplinary collaborative problem-solving program designed to be used for both internal and external conflicts. The District's ADR program incorporated staff trained to identify and assess disputes and serve as negotiators, facilitators, mediators, and arbitrators. She helped organize and present the staff training sessions for these processes and served as a negotiator, facilitator, and mediator as needed and appropriate. Within the Office of General Counsel, Ms. Springfield served as a resource for the other attorneys concerning mediation and other ADR processes, including the Special Master process under chapter 70, Florida Statutes, the "Bert J. Harris, Jr., Private Property Rights Protection Act." In this role, she conducted educational sessions for the legal office, provided one-on-one, case-specific consults regarding mediation, and maintained a roster of approved mediators*

Community Involvement

Alachua County Land Planning Agency/Planning Commission, Vice Chair
Conservation Trust for Florida, Advisory Board Member;

Pro bono Mediator/Attorney

League of Women Voters of Alachua County, Member, Former Membership
Chair; Vice President and Chair of Voter Services Committee

UF School of Law Environmental & Land Use Law Program,
Advisory Board Member

Alachua County Rural Concerns Advisory Committee, Former Committee
Member and Vice Chair

United Methodist Church, Member; Former Director of Children and
Youth programs

Eastside High, Kanapaha Middle, and Jordan Glen schools, Parent Volunteer
Gainesville Area Chamber of Commerce, Member

Alachua Conservation Trust, Member

Builders' Association of North Central Florida, Past Member

Personal Information

Married 28 years to F. Emory Springfield, local Gainesville attorney and small business owner

Two sons, T. Blaise Springfield, College of William and Mary graduate and first-year medical student at A.T. Still University/College of Osteopathic Medicine, and Frazier R. Springfield, sophomore and member of Men's Tennis Team at Eckerd College

Outside Interests

Family/friends, tennis, hiking, reading, travel

Professional References

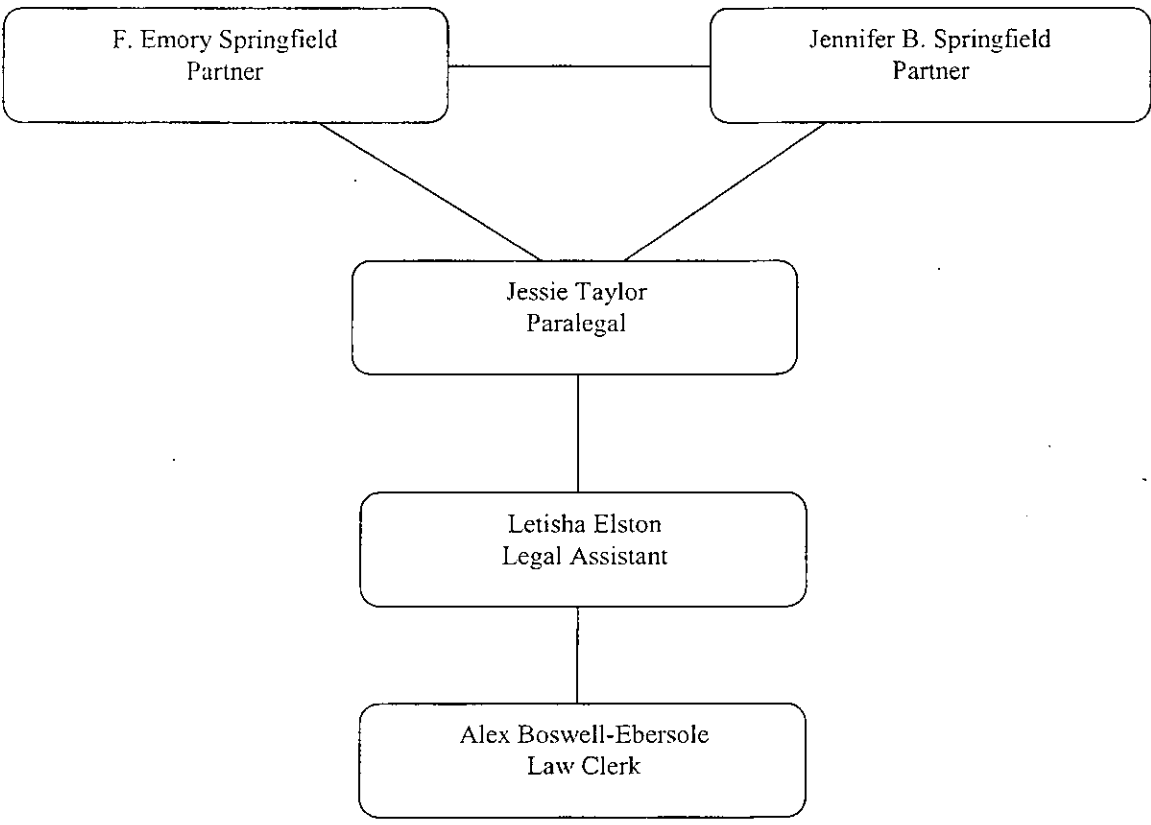
Charlie H. Houder, Director, Land Resources Division
Suwannee River Water Management District
(386) 362-1001
CHH@srwmd.org
County Road 49
Live Oak, Florida

William C. Congdon
General Counsel
St. Johns River Water Management District
(386) 329-4215
Post Office Box 1429
Palatka, Florida 32178-1429
WCongdon@sjrwmd.com

Professor Mary Jane Angelo
The University of Florida
Frederic G. Levin College of Law
(352) 273-0944
Post Office Box 117625
Gainesville, Florida 32611-7625
angelo@law.ufl.edu

Additional past employer and client references are available upon request.

Springfield Law, P.A. Organizational Chart



Attorney Byron Flagg
The Flagg Firm
(Office Space Tenant)

EXPERIENCE

Ms. Springfield has been practicing law in North Central Florida since 1985. She has worked with many public sector and private sector clients. Ms. Springfield's work has focused on the areas of administrative, environmental, land use, local government and real property law, including representation of clients before local government codes enforcement boards, city and county commissions, plan boards, and water management district governing boards, as well as before the Division of Administrative Hearings and Florida county, circuit and appellate courts. She has appeared before the South Florida, St. Johns River, and Suwannee River water management district governing boards, the Alachua County, Marion County, City of Gainesville and other local government boards and commissions on many occasions. Ms. Springfield was appointed by the Alachua County Commission to its Land Planning Agency/Planning Commission in 2010 and currently serves as its Vice Chair. Ms. Springfield is also very familiar with the requirements of Florida's public records law.

Please see Ms. Springfield's letter of interest above and resume included at Tab 'Company or Personal Background' for more detailed information about Ms. Springfield's qualifications and experience.

REFERENCES

David Wagner
(former Alachua County Attorney)
Of Counsel
Folds and Walker, LLC
(352) 372-1282
527 East University Avenue
Gainesville, Florida 32602
dave@foldsandwalker.com

David C. Schwartz
Assistant City Attorney
City of Gainesville
(352) 393-8830
Post Office Box 490, Station 46
Gainesville, Florida 32627
schwartzDC@cityofgainesville.org

Kirk Reams
Clerk of Court
Jefferson County
(850) 342-0218
1 Courthouse Circle
Monticello, Florida 32344
kreams@jeffersonclerk.com

Additional past employer and client references are available upon request.

SERVICE APPROACH

The staff at Springfield Law, generally, and Ms. Springfield, specifically, have a client-oriented service approach. This means that clients are always consulted prior to any tasks being performed or any representations made on their behalf. We are extremely responsive to our clients and all work is completed in a timely manner. Clients are always treated respectfully and represented with the utmost professionalism. Ms. Springfield is known for her ability to help clients find fair, creative, cost-effective solutions to their problems, with as little controversy as possible.

The offices of Springfield Law are fully equipped with access to the technology needed to coordinate and expedite special magistrate services for the City of Lake City to ensure quality control under an accelerated schedule. Ms. Springfield is accustomed to working "after hours" to meet deadlines. Current and projected availability to provide Code Enforcement Special Magistrate services to the City of Lake City is good.

COST PROPOSAL

Springfield Law, P.A., proposes to provide the Code Enforcement Special Magistrate legal services to the City of Lake City as described in Request for Proposal No. 022-2014 at a rate of \$150.00 per hour for Ms. Springfield's time. Emory Springfield would also be available at the same hourly rate in the event of a schedule conflict on the part of Jennifer Springfield.

REFERENCES

List three (3) client/customer references including company name, address, contact person, telephone number and length of time services provided. (Note: only list those client/customers in which a similar type of equipment/product of scope of work/service was provided.)

1. Company Name: Folds and Walker, LLC
Address: 527 E. University Avenue, Gainesville, FL 32602
Business Phone #: (352) 372-1282
Contact Person: David Wagner
Email: dave@foldsandwalker.com
Length of time services provided: _____

2. Company Name: City of Gainesville
Address: P.O. Box 490, Station 46, Gainesville, FL 32627
Business Phone #: (352) 393-8830
Contact Person: David C. Schwartz
Email: schwartzDC@cityofgainesville.org
Length of time services provided: _____

3. Company Name: Jefferson County Clerk of Court
Address: 1 Courthouse Circle Monticello, FL 32344
Business Phone #: (850) 342-0218
Contact Person: Kirk Reams
Email: kreams@jeffersonclerk.com
Length of time services provided: 2 years

THIS FORM MUST BE INCLUDED WITH PROPOSAL

**SWORN STATEMENT UNDER SECTION
287.133(3)(n), FLORIDA STATUTES ON PUBLIC ENTITY CRIMES**

THIS FORM MUST BE SIGNED IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted with RFP No. 022 - 2014.
2. This sworn statement is submitted by Jennifer B. Springfield whose business address is 806 NW 16th Ave, Suite B, Gainesville, FL 32604 and (if applicable) it's Federal Identification No. (FEIN) is 59 - 3015552. If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement _____.
3. My name is Jennifer B. Springfield and my relationship to the entity named above is partner.
4. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to, and directly related to, the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy or material misrepresentations.
5. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes means:
 - a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in the management of an affiliate. The Ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment

RFP-015-2014

Code Enforcement Special Magistrate - Relisting

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or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

7. I understand that a "person" as defined in Paragraph 287.133 (1) (c), Florida Statutes, means any natural person or entity organized under the laws of any state of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members and agents who are active in management of an entity.

8. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies)

Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members or agents who are active in neither management of the entity, nor any affiliate of the entity have been charged with or convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity, or an affiliate of the entity has been charged with, and convicted of a public entity crime subsequent to July 1, 1989, and (Please indicate which additional statement applies)

There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. (Please attach a copy of the final order)

The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. (Please attach a copy of the final order)

_____The person or affiliate has not been placed on the convicted vendor list. (Please describe any action taken by, or pending with, the Department of General Services)

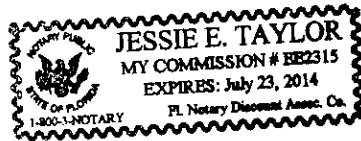
Signature: Jennifer B. Springfield Date 05/19/2014

STATE OF Florida
COUNTY OF Alachua

Personally appeared before me, the undersigned authority, Jennifer B. Springfield who after first being sworn by me, affixed his/her signature in the space provided above and on this 19th day of May 20 14.

Jessie E. Taylor
Notary Public, State at large

My Commission Expires:



THIS FORM MUST BE INCLUDED WITH PROPOSAL

DISPUTES DISCLOSURE FORM

Answer the following questions by placing an "X" after "YES" or "NO". If you answer "YES", please explain in the space provided, or via attachment.

Has your firm or any of its officers, received a reprimand of any nature or been suspended by the Department of Professional Regulations or any other regulatory agency or professional association within the last five (5) years?
YES _____ NO X

Has your firm, or any member of your firm, been declared in default, terminated or removed from a contract or job related to the services your firm provides in the regular course of business within the last five (5) years?
YES _____ NO X

Has your firm had against it or filed any request for equitable adjustment, contract claims, bid protest, or litigation in the past five (5) years that is related to the services your firm provides in the regular course of business?
YES _____ NO X

If yes, state the nature of the request for equitable adjustment, contract claim, litigation, or protest, and state a brief description of the case, the outcome or status of the suit and the monetary amounts or extended contract time involved.

I hereby certify that all statements made are true and agree and understand that any misstatement or misrepresentation or falsification of facts shall be cause for forfeiture of rights for further consideration of this proposal for the City of Lake City.

Springfield Law, P.A. _____ May 19, 2014 _____
Firm Date

[Signature] _____ F. Emory Springfield, President
Authorized Signature Printed or Typed Name and Title

THIS FORM MUST BE INCLUDED WITH PROPOSAL

DRUG FREE WORKPLACE CERTIFICATE

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that, Jennifer B. Springfield (print or type name of firm) publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above, and specifying actions that will be taken against violations of such prohibition.

- Informs employees about the dangers of drug abuse in the work place, the firm’s policy of maintaining a drug free working environment, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug use violations.
- Gives each employee engaged in providing commodities or contractual services that are under bid or proposal, a copy of the statement specified above.
- Notifies the employees that as a condition of working on the commodities or contractual services that are under bid or proposal, the employee will abide by the terms of the statement and will notify the employer of any conviction of, plea of guilty or nolo contendere to, any violation of Chapter 1893, of any controlled substance law of the State of Florida or the United States, for a violation occurring in the work place, no later than five (5) days after such conviction, and requires employees to sign copies of such written (*) statement to acknowledge their receipt.
- Imposes a sanction on, or requires 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.
- Makes a good faith effort to continue to maintain a drug free work place through the implementation of the drug free workplace program.

“As a person authorized to sign this statement, I certify that the above named business, firm or corporation complies fully with the requirements set forth herein”

Jennifer B. Springfield
Authorized Signature

05/19/2014
Date Signed

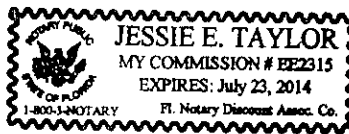
State of Florida
County of Alachua

Sworn to and subscribed before me this 19th day of May 2014.

Personally known or Produced Identification _____
(Specify type of identification)

Jessie E. Taylor
Signature of Notary

My Commission Expires: July 23, 2014



THIS FORM MUST BE INCLUDED WITH PROPOSAL

NON-COLLUSION AFFIDAVIT

STATE OF Florida

COUNTY OF Alachua

Jennifer B. Springfield being duly sworn, deposes and says that:

1. He/She is partner of Springfield Law, P.A., the Bidder,
Title Company Name
that has submitted the attached proposal;

2. He/She is fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such proposal;

3. Such Proposal is genuine and is not a collusive or sham proposal;

4. Neither the said Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, connived, or agreed, directly or indirectly, with any other Bidder, firm or person to submit a collusive or sham Proposal in connection with such Contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm, or person to fix the price or prices in the attached proposal or any other Bidder, or to fix any overhead, profit or cost element of the proposal price or the proposal price of any other Bidder, or to secure through any collusion, connivance, or unlawful agreement any advantage against the City of Lake City, Florida or any person interested in the proposed Contract; and

5. The price or prices quoted in the attached proposal are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

SIGNED Jennifer B. Springfield

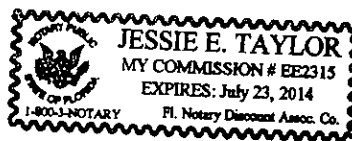
TITLE Partner

Sworn to and subscribed before me this 19th day of May 2014.

Personally known or Produced Identification _____
(Specify type of identification)

Jessie E. Taylor
Signature of Notary

My Commission Expires: July 23, 2014



THIS FORM MUST BE INCLUDED WITH PROPOSAL

E-VERIFY AFFIRMATION STATEMENT

RFP/Bid /Contract No:

022 - 2014

Project Description:

Code Enforcement Special Magistrate

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

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

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

Contractor/Proposer/ Bidder Company Name:

Springfield Law, P.A.

Authorized Company Person's Signature:

Jeffrey B. Springfield

Authorized Company Person's Title:

Partner

Date:

05-19-2014

THIS FORM MUST BE INCLUDED WITH PROPOSAL