

# PROPOSER COVER SHEET

City of Doral, Florida

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## SUBJECT

# Custodial Services for City of Doral Park Facilities — RFP 2026-10

## PROPOSER INFORMATION

<b>Firm Name</b>	<b>ASIMA Facility Management Inc. (DBA SHEN Facility Management)</b>
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<b>Date</b>	<b>April 26, 2026</b>

## SUBMITTED TO

**City of Doral, Florida — Procurement Division**  
8401 NW 53rd Terrace  
Doral, Florida 33166  
*Attn: City Clerk*

# Custodial Services for City of Doral Park Facilities

RFP No. 2026-10



*Submitted by*

## **SHEN FACILITY MANAGEMENT**

*a DBA of ASIMA Facility Management, Inc.*

2875 NE 191st Street, Suite 702

Aventura, Florida 33180

Tel: (305) 450-4440

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*Submitted to*

## **City of Doral**

Procurement Division

8401 NW 53rd Terrace, Doral, FL 33166

## Cover Letter

April 27, 2026

**City of Doral**

Attn: Procurement Division

8401 NW 53rd Terrace

Doral, FL 33166

**Re: RFP No. 2026-10 — Custodial Services for City of Doral Park Facilities**

Dear Members of the Selection Committee:

On behalf of ASIMA Facility Management, Inc. (DBA as SHEN Facility Management), I am pleased to submit the enclosed proposal in response to the City of Doral's Request for Proposals No. 2026-10 for Custodial Services at the City's Park Facilities — the Cultural Arts Center, the Doral Central Park Community Center (including the basketball gym and Aquatic Center upper level), and the Doral Aquatic Center (Competition Side and seasonal Water Park).

SHEN is a Florida-based, Aventura-headquartered facility services firm with more than 20 years of continuous operating history and an active municipal track record, including the City of Hollywood, where we have provided custodial services to city offices, parking facilities, and public restrooms since April 2023. Across our portfolio, we maintain 10+ million square feet daily, support clients with LEED and WELL certifications, and operate on a digital quality-control platform (PRENGI) that provides the City of Doral with the real-time visibility, photo documentation, and inspection records required by a public-sector custodial contract.

These key elements distinguish SHEN Facility Management from traditional janitorial service providers:

## Technology-Controlled Hiring and Workforce Qualification

SHEN Facility Management utilizes a structured hiring and onboarding process supported by our digital workforce management system. Every employee undergoes reference verification, background screening, and professional qualification assessment before joining our team. Once hired, team members are onboarded and managed through our operational software platform, allowing us to track certifications, training progress, and work performance. This technology-driven approach ensures that only qualified and accountable personnel are assigned to your property.

## Digital Training, Supervision, and Quality Control

Employee training, task assignments, and performance monitoring are managed through our internal management platform. Our supervisors conduct regular inspections using digital checklists and real-time reporting tools. This system allows us to track completed work, maintain consistent service standards, and quickly address any service requests or operational adjustments.



## Proactive Quality Assurance and Operational Support

Our operational management team performs ongoing site visits and quality assurance inspections to ensure the highest level of service delivery. These visits allow us to review service performance, gather client feedback, and implement improvements when needed. This proactive approach helps maintain consistent cleaning standards and ensures that your facility always meets professional expectations.

## Consistent, Technology-Driven Service Delivery

SHEN Facility Management integrates advanced operational technology through our proprietary management platform, **Prengi**. This system structures cleaning schedules, task verification, workforce coordination, and reporting. By digitizing the operational process, we minimize human error, increase accountability, and ensure that all custodial services are delivered consistently and efficiently.

We have structured this proposal to directly satisfy every element of Section 4.2 of the RFP Understanding of Scope, Staffing Plan, Cleaning Methodology, Work Plan, and Transition Schedule, Supervision, Quality Control, Sustainable Practices, Compliance, and Innovation — and every Mandatory Minimum Qualification listed in Section 4.1. Key elements of our submittal include:

- **Florida operations under the current name of 5+ years** - ASIMA Facility Management, Inc., have been continuously registered and operating in Florida since 2018.

- **Three Florida custodial contracts in the past 5 years, one governmental** — City of Hollywood (government/municipal), Puerta del Sol of Kendall, Apollo Development, Marquis Association Management, and many others.
- **Green Building Best Maintenance Practices certification** — Florida Green Industries Best Management Practices (GI-BMP) certified through the University of Florida IFAS.
- **Formal Quality Control Program** — Built on the PRENGI Facility Management System with tiered daily, weekly, and monthly audits and a 95% 24-hour resolution standard.
- **Clean litigation/bonding history** — No bankruptcies, pending criminal or civil matters, and the ability to obtain 100% Performance and Payment Bonds (surety letter enclosed).
- **5% Bid Bond** — Physical bond issued by Capitol Indemnity Corporation, delivered to the Office of the City Clerk by the submission deadline.
- **Mandatory Pre-Proposal Meeting attended** — A SHEN representative attended, as required by the RFP. Sign-in is on file with the City's Procurement Division.

Our Base Bid (Year 1) for the combined Doral Central Park Community Center and Doral Aquatic Center is \$249,744.12 per year (\$17,349.07/month for the Community Center and \$3,462.94/month for the Aquatic Center). The Cultural Arts Center is offered at \$25.00 per hour on an as-needed basis as requested by the Facilities Manager. The combined annual base bid is well below the City's published \$400,000 annual budget. Pricing is held firm for the initial 3-year term, with a transparent CPI-capped mechanism proposed for the three 1-year renewals. SHEN will self-perform 100% of the work — no subcontractors — and will field a dedicated site Supervisor and full cleaning crew at the Community Center seven (7) days per week (two 8-hour shifts and three 4-hour shifts daily, 196 hours per week), one custodian at the Aquatic Center two hours per night seven nights per week year-round (with seasonal supplemental staffing of the Water Park per RFP), and on-call event support at the Cultural Arts Center.

I am authorized to bind SHEN Facility Management on matters arising from this proposal. Our offer is firm and will remain open for at least 180 calendar days from the submission deadline. Please direct all questions to me at (305) 450-4440 or [s.shulga@shen-us.com](mailto:s.shulga@shen-us.com).

Thank you for the opportunity to compete for this work. We look forward to partnering with the City of Doral to deliver clean, safe, and sustainable facilities for your employees, officers, and residents.

Respectfully submitted,

Serhii Shulha

President/Owner

SHEN Facility Management / ASIMA Facility Management, Inc.

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# Qualifications and Experience

SHEN Facility Management is a full-service facility services provider with more than 20 years of industry experience delivering customized janitorial and maintenance solutions for properties of all sizes. Our services support facilities in urban, suburban, and rural environments through both stand-alone and integrated service programs. Headquartered in Aventura, Florida,

### SHEN at a Glance

- Founded in 2006
- Privately Owned
- 520 + Clients
- US & International Locations
- 2800 + Employees

### Corporate Office

2875 NE 191<sup>st</sup> Str., Suite #702  
 Aventura, FL 33180  
[www.shencleaning.com](http://www.shencleaning.com)

**Our mission is to take care of the people, spaces, and places that are important to you.**

SHEN currently services more than 520 properties, maintaining over 10 million square feet daily. Our organization operates with a highly trained workforce and management team across offices in Florida, New York, and international locations.

Over the years, SHEN has built a strong reputation serving a diverse range of clients, including government contractors, convention centers, hospitals, property management companies, manufacturing facilities, educational institutions, and corporate office buildings. Our success is based on building long-term partnerships and delivering consistent, measurable value to every client we serve.

At SHEN, our philosophy is simple: clean, healthy, and well-maintained environments create more productive workplaces and stronger organizations. For this reason, our services are designed not only to meet contract requirements but to continuously enhance the quality, safety, and efficiency of each facility we support.

Following our review of your facility, we have identified operational areas that require specialized training, technical expertise, and structured supervision. SHEN will staff your property with experienced professionals who are fully trained to perform all required services in accordance with established standards and specifications.

Through proactive management, trained personnel, and advanced operational systems, SHEN Facility Management is confident in our ability to meet and exceed Millennium Management's expectations and establish a long-term partnership built on reliability, performance, and exceptional service.



# Our clients:



Golden Towers, Inc.



Camelot Shores  
Condominiums



Somerset  
Pines Charter  
School

## Why the City of Doral Should Select SHEN

The City's evaluation criteria reward four qualities above all others: firm experience (20%), project approach (20%), price (20%), and the cluster of quality-related factors — staffing, past performance, sustainability, innovation, and compliance (40%). SHEN is purpose-built for this scoring model.

Evaluation Criterion	Weight	How SHEN Wins
Firm Experience & Qualifications	20%	20+ years in facility services; active municipal contract with the City of Hollywood since 2023; 537+ facilities serviced daily.
Key Personnel & Staffing	10%	Dedicated on-site Supervisor from day one; Project Manager assigned to the City of Doral Parks account; full background screening for every custodian assigned to a public-facing Park facility, with CDC Model Aquatic Health Code training for the Aquatic Center crew.
Project Approach & Work Plan	20%	Documented, task-by-task SOPs tuned to the RFP's Scope of Services, 30-day mobilization plan, and phased transition that eliminates any service gap on day one.
Past Performance	10%	Three verifiable Florida references, including a government client; zero litigation, bankruptcies, debarments, or terminations.
Sustainable Cleaning Practices	10%	Florida GI-BMP certification; Green Seal / EPA Safer Choice chemicals on every consumable; HEPA filtration standard; documented reductions of 15–35% in chemical and water use at existing accounts.
Innovation / Value-Added	5%	PRENGI Facility Management System — real-time digital checklists, photo-verified task completion, live inspection dashboards, and automatic deficiency work orders accessible 24/7 by the City's team.
Compliance & Risk Management	5%	Full insurance package meeting the \$2M/\$4M RFP minimums; E-Verify, ADA, OSHA, Drug-Free Workplace, Copeland, and Cone of Silence confirmations executed.
Price Proposal	20%	\$249,744.12 / year firm-fixed Base Bid (Community Center + Aquatic Center) plus \$25/hr on-call at the Cultural Arts Center — well below the City's published \$400,000 annual budget.

## Directly Relevant Experience

The three facilities in the Doral Parks contract cover three distinct building archetypes: a high-traffic public community center with attached basketball gym and aquatic component (Doral Central Park Community Center), an aquatic facility with competition pool, locker rooms, and seasonal water park (Doral Aquatic Center), and a cultural / event venue with gallery, theater, and classroom spaces (Cultural Arts Center). SHEN has active experience in all three.

### Municipal / Government Administrative Buildings

**City of Hollywood, Florida** — Active custodial services contract since July 2023. Scope includes City offices, parking facilities, and public restrooms — the same public-facing, multi-building, all-hours service mix that exists across the Doral Park Facilities. The contract runs in the same annual range as the Doral 2026-10 opportunity, demonstrating that SHEN's cost structure has already been field-proven at this price point for a comparable Florida municipality. Reference: Tawana Perrish, (954) 329-2790, [tperrish@hollywoodfl.org](mailto:tperrish@hollywoodfl.org).

**Gulliver Class A+ Mixed-Use Property-** Active custodial services contract since July 2018. The complex consists of a 35-story office building and an adjoining 10- to 16-story shopping mall with movie theaters, restaurants, and other business and entertainment spots.

SHEN's staffing standard — full background checks, documented site-specific training, and strict key-control/chain-of-custody procedures — applies uniformly to all public-facing facilities. Every custodian assigned to a Doral Park Facility will be background-screened, badged, uniformed, and coached on facility-specific protocols, including CDC Model Aquatic Health Code procedures for the Aquatic Center, child-safe protocols for the Community Center children's programming areas, and event-protocol training for the Cultural Arts Center.

### Commitment to Green Cleaning, LEED, and WELL Initiatives



MAKE OUR EARTH GREEN AGAIN!

At SHEN Facility Management, we believe that operational excellence and environmental responsibility must go hand in hand. Our mission is to deliver outstanding facility services while promoting a healthier indoor environment, reducing environmental impact, and supporting our clients' sustainability goals.

We are fully committed to implementing **Green Cleaning Programs** that align with **LEED (Leadership in Energy and Environmental Design)** requirements and **WELL Building Standards**, and to continuously evolving with global best practices in environmental stewardship.

## Our Green Cleaning Program

SHEN's Green Cleaning Program is founded on three guiding principles:

- **Protect Human Health.** We prioritize the use of non-toxic, low-emission products that safeguard the health of building occupants and cleaning personnel.
- **Minimize Environmental Impact.** We use sustainable equipment, reduce water and energy consumption, and minimize waste to protect the environment.
- **Support Client Sustainability Objectives.** Whether a client is targeting LEED, WELL certification, or independent ESG initiatives, we customize our services to align with their goals.

## Key Features of SHEN's Green Operations

1. Use of Environmentally Responsible Products
  - All cleaning chemicals are certified by Green Seal®, EPA Safer Choice®, or EcoLogo®.
  - Disinfectants are chosen from the **EPA List N** to ensure they are effective against pathogens like SARS-CoV-2 and safe for indoor environments.
  - We avoid high-VOC chemicals and unnecessary fragrances, helping to maintain superior indoor air quality.
2. High-Performance, Sustainable Equipment
  - HEPA-filtered vacuums and low-water-use auto-scrubbers are standard in all operations.
  - Cleaning machines are selected for energy efficiency and minimal environmental impact.
  - Equipment is regularly maintained to ensure optimal performance, efficiency, and emissions control.
3. Microfiber Cleaning Systems
  - Microfiber mops and cloths are deployed to reduce chemical and water usage by up to 90%.
  - Color-coded systems prevent cross-contamination between different facility zones.
4. Trained and Certified Staff
  - All SHEN personnel receive specialized training in green cleaning practices, safety, and sustainable maintenance.
  - Staff are certified under Green Cleaning modules aligned with LEED O+M and WELL protocols.
  - Ongoing education ensures we stay current with the latest innovations and standards.

## Supporting LEED and WELL Certification Efforts

SHEN Facility Management actively supports clients pursuing or maintaining building certifications:

Area	Support Provided
<b>LEED O+M: Existing Buildings</b>	Green cleaning policies, documentation of product usage, staff training logs, and custodial effectiveness audits
<b>WELL Building Standard</b>	Use of low-toxicity products, promotion of occupant hygiene, air quality improvement measures, and wellness-focused service protocols
<b>Indoor Environmental Quality</b>	Techniques to reduce airborne particulates, maintain clean air, and create healthier indoor environments

Our programs are designed to contribute directly to LEED v4.1 Indoor Environmental Quality credits and WELL Core features.

### Technology-Enabled Sustainability - PRENGI Platform

Our proprietary **PRENGI Facility Management Software** enhances our green initiatives by:

- Real-time tracking of chemical and water usage.
- Automated quality inspections and performance reporting.
- Sustainable procurement and waste reduction reporting.

Providing clients with full transparency and compliance reporting for LEED or WELL documentation.

### Examples of SHEN’s Sustainability Leadership

1. Jacobs Coffee. Implemented a 100% Green Seal-certified cleaning program, contributing to the building’s LEED Gold re-certification.
2. **Car dealership**, North Miami. Introduced microfiber cleaning systems, reducing chemical consumption by 35% and water usage by 30% annually.
3. **Class A+ Mixed-Use Property Gulliver**. Leveraged PRENGI analytics to help ownership document a 15% year-over-year reduction in cleaning chemical use, supporting WELL Core re-certification.

### Continuous Improvement Commitment

At SHEN Facility Management, sustainability is not a trend — it is a responsibility. We continually evaluate:

- New green technologies
- Sustainable product advancements
- Industry best practices

We update our Green Cleaning Program regularly to stay ahead of evolving LEED, WELL, and environmental standards.

SHEN Facility Management is proud to stand at the intersection of professional facility services, environmental stewardship, and human wellness. Our clients can trust that by partnering with SHEN, they are choosing a company dedicated to creating **cleaner, healthier, and more sustainable spaces** for today and tomorrow.

## Financial Strength

SHEN brings the financial durability required for a multi-year municipal contract:

- 20+ years of continuous operations — the parent entity has weathered multiple economic cycles.
- Established banking relationship with an unlimited line of credit supporting payroll, equipment, and working capital.
- Current Dun & Bradstreet Business Information Report on file.
- Bonding capacity letter from Capitol Indemnity Corporation confirming capacity to provide 100% Performance and Payment Bonds for this contract.
- Insurance upgrade to the RFP's \$ 2M/\$4 M General Liability limits, pre-authorized by our carrier; a Certificate of Insurance naming the City of Doral as an additional insured will be issued within five (5) business days of the Notice of Award.

## Key Personnel and Staffing Plan

### Proposed Shift Staffing

SHEN has engineered the staffing plan against the published Park Facility scope, the seven-day-per-week service requirement at the Community Center, the nightly two-hour service window at the Aquatic Center, and the on-call hourly model at the Cultural Arts Center. SHEN has budgeted on the low end to preserve a safety margin and absorb unscheduled work.

Facility	Sq Ft	Hours/Day	Crew Size
Doral Central Park Community Center	65,000	25hrs/day	5 Custodians + on-site Supervisor (2×8-hr + 3×3-hr shifts/day, 7 days/wk)
Doral Aquatic Center		2 hrs/night	1 Custodian × 2 hrs/night × 7 nights (Competition Side; seasonal Water Park staff per §2.1.4)
Cultural Arts Center	14,000	per event	1 Custodian (on-call, \$25/hr — billed as requested)
Park Facilities Total	—	—	— (covered in CC + AC crew above)
On-Site Supervisor	—	5	1
<b>TOTAL</b>	<b>79,000</b>		<b>7</b>

*Supervisor coverage is not a shared luxury — it is a daily, on-site baseline. The Doral account has its own dedicated Supervisor on the ground, every scheduled night, all seven hours. This is the single biggest reason quality programs succeed or fail on municipal custodial contracts.*

## Hiring and Background Screening Standards

SHEN applies the following hiring standards to every employee assigned to a City of Doral facility. No exceptions.

1. Minimum age 18, valid Social Security Number, and unrestricted US work authorization (I-9 verified; E-Verify used for every new hire).
2. Background screening, including a criminal history check, is mandatory for all employees assigned to a public-facing Park facility. Additional Level II screening (Florida-cleared) is provided on request for any custodian assigned to children's programming areas at the Community Center or Cultural Arts Center.
3. Drug-free workplace acknowledgment and pre-employment screening per SHEN policy.
4. Reference verification — minimum two prior employment references.
5. Site-specific orientation before the first shift, including a walk-through with the Supervisor, key-control briefing, emergency-egress review, and a chemical-safety / GHS / SDS orientation.

## Training and Continuing Education

Cleaning is a trade, and SHEN treats it that way. Every custodian assigned to the Doral contract will receive training in:

- SHEN Standard Operating Procedures — task-by-task, broken down by facility type (administrative, restroom, police, industrial).
- IFMA (International Facility Management Association) and CDC-recommended cleaning protocols, including bloodborne-pathogen response procedures appropriate for a police facility.
- Chemical and equipment handling — GHS / SDS familiarity, dilution control, PPE, and color-coded contamination prevention.
- Green cleaning practices — LEED O+M and WELL protocol alignment, microfiber systems, and chemical-reduction practices.
- Safety — OSHA General Industry training is provided to all Supervisors (the Project Manager holds a current OSHA certificate, #USWS45213552).

- Customer service and communication — every custodian is coached on professional appearance and how to interact with City staff, officers, and the public.

## Uniforms, ID, and Key Control

- Uniforms: Every SHEN employee wears a company-issued uniform with a visible SHEN logo. New uniforms are issued at assignment and replaced as needed.
- Photo ID: Each employee wears a photo ID badge with the SHEN logo, employee name, and a unique employee number.
- Key control: SHEN uses a logbook + PRENGI hybrid key-control system. Every key checked out is signed for; losses trigger an automatic rekey plan at SHEN's expense.
- Parking and access: Vehicles used by supervisors are magnetically or decal-marked; access codes are rotated on a schedule agreed with City Facilities staff.

## Continuity and Absence Coverage

Service continuity is a written commitment. If a custodian is absent, SHEN fills the position from our regional standby pool within four (4) hours of the shift start — never from an agency, never by pulling a cleaner off another account mid-shift. The Supervisor on the ground is authorized to call the Area Manager for a standby deployment without further approval.

## Turnover Management

SHEN's front-line turnover is materially below industry averages, driven by three policies: (1) full-time hours with benefits, (2) a defined career ladder that promotes from Custodian → Crew Lead → Supervisor → Area Manager, and (3) a recognition program tied to KPI performance logged in PRENGI. For the City of Doral, we will publish monthly headcount and turnover metrics as part of the KPI report.

## Project Approach and Work Plan

### Understanding of Scope

The scope of RFP 2026-10 is the complete janitorial maintenance of three City-owned Park Facilities — the Cultural Arts Center, the Doral Central Park Community Center (including the basketball gym), and the Doral Aquatic Center (Competition Side and seasonal Water Park). Service is required seven (7) days per week at the Community Center, nightly at the Aquatic Center, and on-call at the Cultural Arts Center, with seven (7) City-observed holidays excluded per RFP §2.1.3. SHEN has read all addenda issued to date and the Question & Answer Report published by the City.

### Cleaning Methodology

SHEN's cleaning methodology is a written system, not a promise. Every custodian arrives on shift with a task sheet generated by PRENGI that lists the specific tasks assigned to them for that shift, the estimated time budget for each task, and the inspection standard the Supervisor will use to sign it off. The following are the four foundational protocols.

#### The Seven-Step Routine Service Protocol

1. High-touch disinfection sweep — door handles, light switches, elevator buttons, sign-in counters, shared tech, railings. EPA List-N disinfectant, 1-minute dwell, microfiber wipe, color-coded yellow.
2. Trash and recycling — liner replacement every night; recycling stream kept separate; liners sorted at the dumpster per City / County waste rules.
3. Horizontal dusting and wipe-down — desks, conference tables, counters, partitions, window sills, picture frames, HVAC vents within reach.
4. Vacuuming and carpet care — HEPA-filtered vacuums on all carpeted areas; spot-treatment of stains caught within the shift.
5. Hard-floor care — dust-mop, then wet-mop with Green Seal-certified neutral cleaner; auto-scrub VCT corridors as scheduled.
6. Restroom service.
7. Final walk and lockup — Supervisor walks every area, checks the task-sign-off list in PRENGI, confirms lights-off and doors locked, and logs a shift-close photo.

#### Color-Coded Microfiber System

Cross-contamination is the single biggest quality risk in any custodial operation, and it is eliminated through discipline, not hope. SHEN uses a four-color microfiber system applied uniformly across all accounts:

- **Red** — Restroom fixtures only (toilets, urinals, toilet surrounds).
- **Yellow** — Restroom sinks, counters, partitions, and general high-touch surfaces outside restrooms.
- **Blue** — General office dusting and wipe-down — desks, tables, chairs, partitions.
- **Green** — Food service / kitchen / break-room counters and appliances.

Microfiber is laundered off-site by an industrial linen service; no used microfiber cycles back into service without being washed and heat-dried. Microfiber systems on their own produce 40–90% reductions in chemical use compared to string-mop and cotton-rag routines.

### Restroom Protocol

Restrooms receive the most prescriptive SOP in the SHEN protocol library, because they are the most visible measure of cleaning quality.

1. Restock soap, paper towels, toilet tissue, and seat covers before any cleaning begins.
2. Empty and reline trash receptacles.
3. Apply Green Seal-certified restroom cleaner (Betco Green Earth Restroom Cleaner or equivalent) to all toilets, urinals, and surrounds. Allow 3-minute dwell.
4. Clean mirrors and chrome with Green Seal-certified glass cleaner.
5. Wipe down partitions, stall doors, dispensers, and door push-plates with the yellow microfiber.
6. Scrub toilets and urinals with the red microfiber; wipe exterior surfaces.
7. Clean sinks, counters, and faucets.
8. Sweep, then wet-mop the floor with a disinfectant cleaner. Replace auto-floor disinfectant tablets/deodorizers as applicable.
9. The supervisor signs off on each restroom in PRENGI with a date-stamped photo.

### Consumables and Approved Products

SHEN has mapped its list of consumables and chemicals to the Approved Products Schedule published in the RFP. All products used under the contract will come from the approved list unless the City directs otherwise in writing:

- Toilet tissue: SCOTT 2-ply professional, dispensed in controlled-use dispensers.
- Hand towels: EcoSoft Green Seal C-Fold.
- Hand soap: Green Seal-certified foam soap in touchless dispensers.
- Glass/mirror: Betco Green Earth Glass Cleaner.

- Daily disinfectant: Betco Green Earth Daily Disinfectant (EPA List N, fragrance-free).
- All-purpose cleaner: Betco Green Earth All Purpose.
- Peroxide cleaner: Betco Green Earth Peroxide.
- Degreaser: Betco Green Earth Degreaser (break rooms and warehouse).
- Restroom cleaner: Betco Green Earth Restroom Cleaner.
- Floor cleaner: Betco Green Earth Daily Floor Cleaner.
- Floor stripper/finish: Betco Green Earth Floor Stripper + Prelude Floor Finish.

## Equipment Plan

Every piece of equipment deployed to the Doral contract will be purchased new at mobilization and placed on a three-year replacement cycle.

## Supervision and Contract Management

The on-site Supervisor is the single most important role on the contract. The Supervisor is not a cleaner with extra duties — the Supervisor's full shift is dedicated to (a) leading the crew, (b) running inspections, (c) signing off each zone in PRENGI, and (d) communicating with City Facilities staff.

## Communication Protocol with the City

- **Single point of contact** — the designated Project Manager for all contract matters.
- **Daily shift report** — Automatically generated from PRENGI, delivered to the City Facilities email distribution list at 5:00 a.m. daily. Includes tasks completed, any deficiencies logged, and incident notes.
- **Weekly walk-through** — The Supervisor and Area Manager join City Facilities staff for a 30-minute walk-through every Friday. PRENGI's inspection matrix is reviewed, and corrective actions are acknowledged.
- **Monthly KPI report** — Delivered by the 10th of the following month. Includes task completion rate, inspection score, average issue-resolution time, tenant satisfaction (when surveyed), and sustainability metrics.
- **Quarterly executive review** — Project Manager meets with the City's Contract Administrator. Review scorecard, discuss improvements, and refresh the training calendar.
- **24/7 emergency line** — **Live** answered by an on-call manager. One-hour response time for any incident requiring immediate attention.

## Transition and Mobilization Plan (First 30 Days)

SHEN will be fully operational on Day 1 of the contract term, without any service gap. The following is the mobilization plan.

Day	Activity	SHEN Lead
-30 to -21	Notice of Award received. Execute insurance upgrade (COI issued within 5 business days). Submit Performance & Payment Bonds within 10 business days.	Project Manager / Surety
-21 to -14	Walk all three Park Facilities with the City Facilities team. Document existing conditions, equipment rooms, chemical storage, key inventory, and aquatic-specific safety protocols. Finalize site-specific SOPs.	Area Manager
-14 to -7	Recruit and background-screen any additional personnel required (CDC MAHC training for Aquatic crew). Purchase new equipment including aquatic-rated wet/dry vacuum and pool-deck disinfection kit. Stage consumable and chemical inventory.	Operations / HR
-7 to -1	Staff orientation at each facility. Issue uniforms and IDs. Load SOPs, inspection forms, and KPI targets into PRENGI. Provide City Facilities with PRENGI dashboard credentials.	Supervisor
Day 1	First full-service shift. Incumbent transition is coordinated so there is never a gap in service. Project Manager attends the first shift in person.	Project Manager
Day 2 – 14	Intensive stabilization period. Daily Supervisor inspections. Daily Area Manager drop-in. Mid-point review with the City's Contract Administrator on Day 7.	Supervisor / Area Manager
Day 15 – 30	Transition to steady-state rhythm. First weekly walk-through. First monthly KPI report due Day 35.	Project Manager

*"Day 1 is not a learning day. On Day 1 the crew is badged, trained, equipped, and deployed. The learning and stabilization happen in the thirty days before Day 1."*

### Additional Performance Evidence

- Industry Leader Recognition** — SHEN / ASIMA has been recognized as an "Industry Leader" in six separate years (2013 through 2018).

- **Customer satisfaction rating** — Internal customer satisfaction surveys over the past three years show a 98% satisfaction rating across responding clients.
- **Measurable sustainability outcomes** — Documented chemical reduction of 35% at a major North Miami automotive facility (2023–2024); 15% year-over-year chemical reduction at Gulliver Class A+ Mixed-Use Property (2022–2025); 30% water-use reduction at the North Miami facility.

## Litigation, Debarment, and Contract-Termination Disclosure

SHEN hereby affirms the following, which is also certified under oath on the Bidder Affirmation form provided:

1. SHEN / ASIMA has not filed for bankruptcy at any time in its 20+ year operating history.
2. SHEN has no pending civil litigation that could impair the performance of this contract.
3. SHEN has no pending criminal matters.
4. SHEN has never been debarred, suspended, or declared ineligible from contracting with any federal, state, or local government, including the City of Doral, Miami-Dade County, or the State of Florida.
5. SHEN has never had a contract terminated for cause, default, or convenience with cause.

## Quality Control, Innovation, and Value-Added Services

### Quality Assurance Program and Reporting Plan

Quality assurance standards begin with a customer’s needs and expectations, along with our company standards, to maintain and keep a working environment that is, at all times, healthy, clean, and productive. Quality control inspection reports, available to The City of Doral, are used to verify and document that our standards are at the highest possible level, and that work is performed to task/frequency specifications and to customer satisfaction.

SHEN uses an integrated Prengi FMS, tailored specifically for our industry, to manage contract specifications. We can work on and organize building-specific tasks and frequencies, control inventory and equipment, track and report complaints, generate work orders, and inspect performance using a graded system. This graded Quality Assurance Program utilizes wireless handheld computers to record our evaluations in the field. This information is cloud-based, and reports are forwarded to all the appropriate individuals. Information transfer is two-way, and once inspections are completed, work orders are automatically created to correct any deficiencies. This program is extremely effective in monitoring any recognized deficiencies. It helps us identify and correct problems immediately.

### Objectives of the Quality Assurance Program

- Ensure Consistency - Deliver high-quality cleaning and maintenance services consistently across all areas of the facility.
- Measure Performance - Implement objective, data-driven performance tracking using PRENGI.
- Promote Continuous Improvement - Identify opportunities for service enhancements through regular evaluations and proactive feedback loops.
- Enhance Client Satisfaction - Maintain open, transparent communication with property management and tenants to address concerns swiftly.
- Ensure Regulatory and Safety Compliance - Adhere to all relevant health, safety, and cleaning standards.

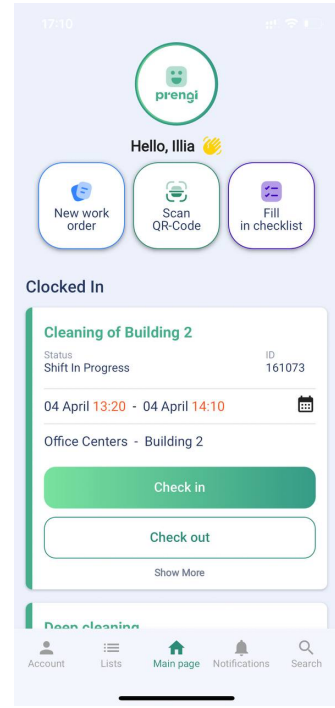
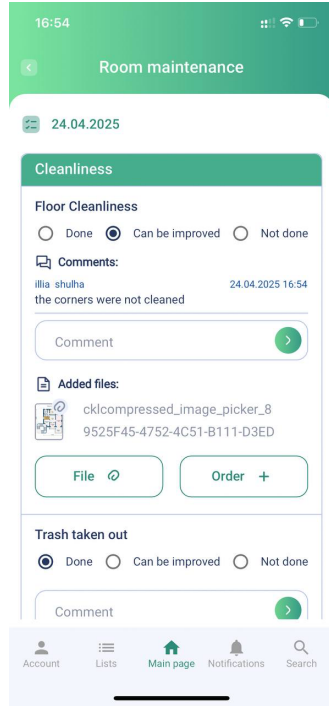
### **Core Components of the Quality Assurance Program**

#### 1. Standard Operating Procedures (SOPs)

SHEN Facility Management has established detailed SOPs covering:

- Daily, weekly, and monthly cleaning tasks.
- Handling sensitive areas (executive offices, conference rooms, common areas).
- Specialized protocols for emergency situations or unscheduled services.

All staff members are trained and evaluated against these SOPs during onboarding and periodically throughout their employment.



FACILITY	TOTAL PREV	01.04	02.04	03.04	04.04	05.04	06.04	07.04	08.04
Office 230	79.17% ↑0%	91.67% ↑12.5%			66.67% ↑66.7%			66.67% ↑66.7%	
Office 231	83.34% ↑0%	75% -8.3%			91.67% ↑91.7%			66.67% ↑66.7%	
Reception Area	85.42% ↑0%	91.67% ↑6.3%			91.67% ↑91.7%			66.67% ↑66.7%	
Office #402	87.5% ↑0%	83.33% -4.2%			91.67% ↑91.7%			91.67% ↑91.7%	
Office #404	87.5% ↑0%	91.67% ↑4.2%			91.67% ↑91.7%			75% ↑75%	
Parking	89.59% ↑0%	91.67% ↑2.1%			91.67% ↑91.7%			83.33% ↑83.3%	
Office #403	89.59% ↑0%	100% ↑10.4%			91.67% ↑91.7%			75% ↑75%	
SPA Center	93.75% ↑0%	91.67% -2.1%			91.67% ↑91.7%			91.67% ↑91.7%	
Office #401*	96.67% ↑0%	91.67% -5%		100% ↑100%	100% ↑0%			100% ↑100%	

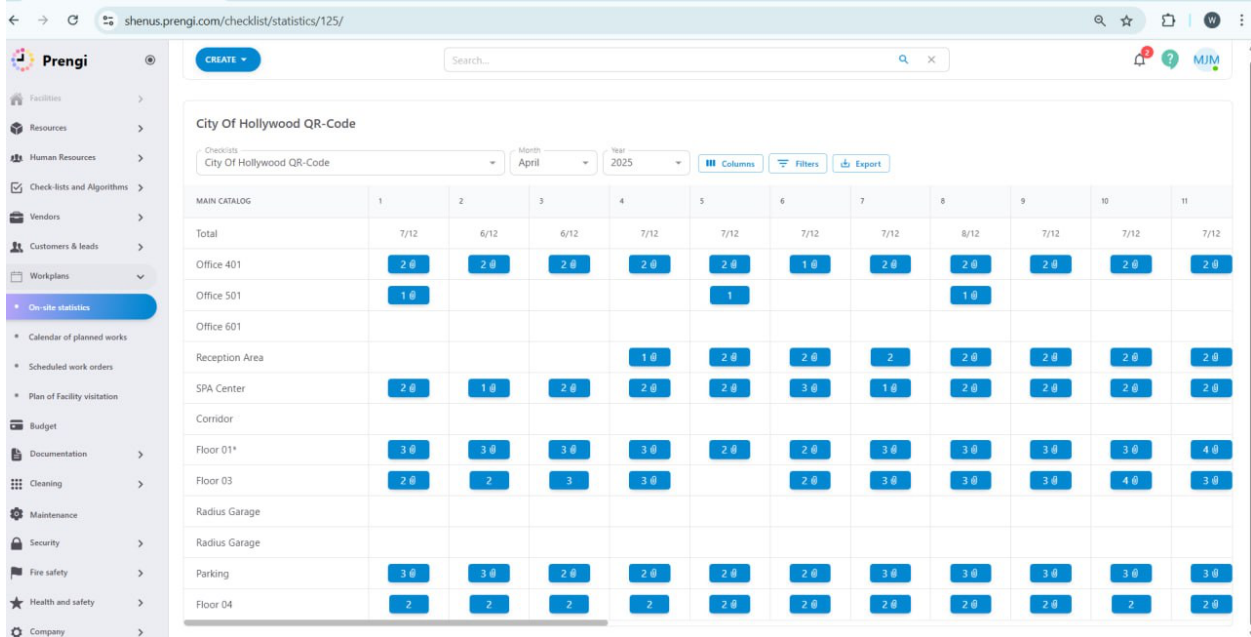
## 2. Real-Time Digital Monitoring with PRENGI

- Daily Digital Checklists: Staff complete daily tasks and log progress within the app.
- Work Order Management: Cleaning requests, incident reports, and maintenance needs are submitted, tracked, and resolved through PRENGI.
- Photo Documentation: Staff uploads photo evidence of completed tasks for client visibility and quality verification.

- Custom Inspections: Supervisors conduct regular inspections using digital forms directly linked to facility maps.

- Instant Notifications: Alerts are sent if tasks are missed or performance metrics fall below acceptable thresholds.

Through PRENGI, we leverage technology to monitor service quality proactively



MAIN CATALOG	1	2	3	4	5	6	7	8	9	10	11
Total	7/12	6/12	6/12	7/12	7/12	7/12	7/12	8/12	7/12	7/12	7/12
Office 401	2.0	2.0	2.0	2.0	2.0	1.0	2.0	2.0	2.0	2.0	2.0
Office 501	1.0				1			1.0			
Office 601											
Reception Area				1.0	2.0	2.0	2	2.0	2.0	2.0	2.0
SPA Center	2.0	1.0	2.0	2.0	2.0	3.0	1.0	2.0	2.0	2.0	2.0
Corridor											
Floor 01*	3.0	3.0	3.0	3.0	2.0	2.0	3.0	3.0	3.0	3.0	4.0
Floor 03	2.0	2	3	3.0		2.0	3.0	3.0	3.0	4.0	3.0
Radius Garage											
Radius Garage											
Parking	3.0	3.0	2.0	2.0	2.0	2.0	3.0	3.0	3.0	3.0	3.0
Floor 04	2	2	2	2	2.0	2.0	2.0	2.0	2.0	2	2.0

### 3. Scheduled Inspections and Audits

- Daily Supervisor Inspections - Conducted to verify task completion and identify any service gaps.

- Weekly Management Walkthroughs - Joint reviews by SHEN managers and client representatives.

- Monthly Quality Audits - Formal evaluations scored against KPIs (Key Performance Indicators).

**Cleanliness**


---

**Floor Cleanliness**

Done
  Can be improved
  Not done

[Comments](#)
[Orders](#)
[File](#)

[Add file](#)


ckdownload (2)\_37726200\_1745527872.jpeg
[Download](#)

---

**Trash taken out**

Done
  Can be improved
  Not done

[Comments](#)
[Orders](#)
[File](#)

[Leave a comment](#)

---

**Windows cleaned**

Done
  Can be improved
  Not done

[Comments](#)
[Orders](#)
[File](#)

[Leave a comment](#)

All inspections are logged into PRENGI, creating a permanent, auditable record.

#### 4. Feedback Mechanisms

- Tenant Feedback Surveys - Conducted quarterly to gather insights on service quality directly from tenants.

- Open Reporting Channels - Clients and tenants can report issues or service requests through PRENGI or directly to SHEN’s management team.

Response Commitment - SHEN commits to resolving 95% of reported issues within 24 hours.

### Reporting Structure

#### Weekly Reports

- Summary of completed tasks, inspection scores, and any incidents.
- List of pending or open work orders.

#### Monthly Executive Report

- Comprehensive review of service performance.
- KPI trends and comparisons.
- Corrective and preventive actions taken.
- Recommendations for ongoing improvements.

### Quarterly Review Meetings

- Review long-term performance trends.
- Adjust service scope if needed based on client needs or facility changes.
- Gather strategic feedback to continuously enhance services.

All reports are automatically generated and shared via PRENGI, ensuring accuracy, timeliness, and transparency.



### Corrective Action Process

Whenever an issue is identified:

Immediate Action - Resolve the issue promptly.

Root Cause Analysis - Determine underlying causes using PRENGI’s analytics.

Corrective Measures - Implement process improvements or retrain staff as necessary.

Follow-Up Inspection - Verify that the issue is fully resolved.

Our goal is not just to fix problems, but to eliminate recurring issues entirely.

The SHEN Facility Management Quality Assurance Program, powered by the PRENGI platform, ensures that service quality at The City of Doral is maintained at the highest level. We are committed to providing not only consistent and reliable service but also continuous improvement, transparency, and operational excellence.

We view quality assurance as an ongoing partnership with our clients — and we are proud to bring this commitment to your property.

## The PRENGI Facility Management System

PRENGI is SHEN's cloud-based facility management platform. Every SHEN contract is run on PRENGI — it is not an upsell or a pilot. For the City of Doral, PRENGI becomes the shared system of record for the entire contract: tasks, inspections, deficiencies, work orders, photos, KPIs, and sustainability metrics.

### Core Features

- **Digital shift checklists** — Every custodian opens a task list at the start of the shift and checks off completed tasks in real time. Tasks that are not checked off trigger an automatic flag to the Supervisor.
- **Photo-verified task completion** — Every restroom, every public area, and every high-risk zone (evidence rooms, armory vestibules, conference rooms) is photographed at shift-close. Photos are timestamped and geo-fenced.
- **Custom inspection forms** — City Facilities staff can use the same inspection form the Supervisor uses. Both sets of scores are recorded and compared monthly.
- **Work-order engine** — Any observed deficiency (burned-out light, broken tile, plumbing leak, graffiti) can be logged with a photo by any SHEN employee or by City staff through the shared portal. The work order is routed to the correct SHEN responder or City maintenance contact.
- **Real-time alerts** — Missed tasks, inspection scores below threshold, or emergency reports push notifications to the Supervisor, Area Manager, and Project Manager instantly.
- **Two-way messaging** — City staff can message SHEN field personnel directly through the platform; message logs are archived for audit.
- **Analytics dashboard** — A live dashboard shows task completion rate, inspection score by facility, open issues, and KPI trends over time.

### City of Doral Access

At mobilization, SHEN will provision the City of Doral's designated Contract Administrator and Facilities staff with PRENGI credentials. The City will have read-only access to every record the Supervisor creates, plus permission to open new work orders and inspection reports. This is the single most important innovation SHEN brings to this RFP — the City stops relying on what SHEN says happened each night, and starts seeing what happened, photographed and time-stamped, in real time.

*"On a traditional custodial contract, the City has to trust the contractor's word. On the SHEN contract, the City has the receipts — every night, every facility, every task, every photo."*

## Formal Quality Control Program

SHEN's Quality Control Program has five stated objectives: (1) ensure consistency, (2) measure performance, (3) drive continuous improvement, (4) enhance client satisfaction, and (5) ensure regulatory compliance. The program has five components:

Component	Detail
1. Standard Operating Procedures	Task-by-task SOPs documented for every daily, weekly, monthly, and periodic task, broken down by facility type. SOPs are version-controlled and stored in PRENGI.
2. Real-Time Digital Monitoring	Daily digital checklists with photo attachments. Custom inspection forms linked to facility maps. Instant alerts when a task goes unchecked.
3. Tiered Inspections	Daily Supervisor inspection of task completion. Weekly management walk-through with City staff. Monthly formal quality audit scored against a 100-point inspection matrix.
4. KPI Tracking	Task completion rate, inspection score, complaint response time, incident count, staff turnover, safety incidents, sustainability metrics — all tracked in PRENGI and reported monthly.
5. Feedback and Response	Quarterly tenant satisfaction survey. Direct reporting channels through PRENGI or voice/email. 95% issue-resolution target within 24 hours. Root-cause analysis on every deficiency.

## KPI Commitments

KPI	Target	How Measured
Task completion rate	≥ 99.0% monthly	PRENGI checklist data
Monthly inspection score	≥ 95 / 100	QC audit matrix
24-hour issue resolution	≥ 95% of tickets	PRENGI work-order timestamps
Emergency response time	≤ 1 hour	PRENGI incident log
Supervisor shift attendance	100%	PRENGI time-in / time-out
Tenant satisfaction (semi-annual)	≥ 90% favorable	Direct survey
Unscheduled staff turnover	≤ 15% annually	HR records
Sustainability report delivery	Monthly by the 10th	PRENGI data export

## Problem Solving and Continuous Improvement

When something goes wrong, SHEN applies a documented four-step corrective process:

1. **Identify** — the deficiency is logged in PRENGI with a photo, timestamp, facility, and location.
2. **Root cause analysis** — the Supervisor documents whether the root cause was a task miss, a process gap, a supply/equipment issue, or a training gap.
3. **Corrective action** — an immediate fix is executed (within 24 hours for 95% of cases).
4. **Preventive action** — if the root cause points to a systemic issue (e.g., a specific SOP step is being missed), the SOP is revised, the crew is retrained, and the revision is logged.

Every corrective and preventive action is logged and is reviewable by the City Contract Administrator through PRENGI. Annual CAPA (corrective and preventive action) trends are reviewed in the Q4 executive review.

## Value-Added Services at No Extra Cost

- **PRENGI City access** — City Facilities staff get live access to all tasks, inspections, photos, and work-order records at no additional fee.
- **Monthly sustainability report** — Chemical use, water use, paper use, and microfiber reuse metrics delivered monthly at no additional fee.
- **Quarterly tenant satisfaction survey** — SHEN administers, tabulates, and reports the survey at no additional fee.
- **Emergency response** — Crews are available within one hour for any unscheduled cleaning incident (spills, weather events, plumbing failures). Response time is not billed; any labor on-site is billed only at the published hourly rate.
- **LEED / WELL documentation support** — SHEN will produce the custodial documentation required for the City to support LEED IEQc3.3 / IEQc3.4 compliance at the Park Facilities (chemical use logs, microfiber reuse logs, equipment certifications), at no additional fee.

## Compliance, Risk Management, and Insurance

### Regulatory Compliance

Law / Regulation	SHEN Compliance
OSHA (29 CFR 1910)	Project Manager holds OSHA-10 General Industry certification (#USWS45213552). Full GHS / SDS program. Written Hazard Communication Program. Bloodborne pathogen exposure control plan in force for the Aquatic Center scope (CDC MAHC compliant) and available across all Park Facilities.
Fair Labor Standards Act	All employees classified correctly. Overtime paid at statutory rates. Time records retained for 4+ years.
E-Verify / I-9	Every new hire is processed through E-Verify. Affidavit regarding Non-Employment of Unauthorized Aliens executed (Tab D).
Americans with Disabilities Act (ADA)	SHEN is an Equal Opportunity Employer. ADA / Disability Non-Discrimination confirmation executed.
Drug-Free Workplace (F.S. 287.087)	Written Drug-Free Workplace policy. Pre-employment and reasonable-suspicion testing. DFW Certification executed (Tab D).
Copeland Anti-Kickback (40 USC 3145)	Confirmation executed.
Non-Collusion	Non-Collusion Affidavit executed.
Public Entity Crimes (F.S. 287.133)	Sworn Statement filed, no disqualifying convictions.
Cone of Silence (City of Doral)	Cone of Silence acknowledgement executed. All communications with City officials regarding this RFP have been through the designated Procurement channel.
F.S. 448.095 (Unauthorized Aliens)	Affidavit regarding Non-Employment of Unauthorized Aliens executed.
F.S. 787.06(13) (Coercion for Labor/Services)	Affidavit executed; SHEN does not use coercion in any form.
Foreign Entity Laws (F.S. 692.201–205)	Confirmation executed.

## Emergency Preparedness and Contingency

- **Hurricane / severe weather** — In the 48 hours preceding a named storm, SHEN pre-stages portable generators (for industrial vacuums), battery-powered lighting, wet/dry shop vacs, spill-response kits, and extra mop-and-bucket capacity at each facility. Post-storm, SHEN can deploy a full hurricane-recovery cleaning crew within 24 hours of all-clear.
- **Infectious disease response** — SHEN maintains a pandemic-response protocol developed during 2020–2022, including EPA List N electrostatic disinfection, PPE supply, and isolated cleaning teams.
- **Bloodborne pathogen response** — Every Aquatic Center-assigned custodian is trained annually in bloodborne-pathogen response per OSHA 1910.1030. Exposure kits are stored at each Park Facility.
- **Crew redundancy** — A regional on-call pool ensures full-shift coverage within 4 hours of a staff-out event.
- **Equipment redundancy** — SHEN maintains a backup of each major piece of equipment at the regional facility; any failure triggers replacement within 24 hours.

## Safety Program

- Written Injury & Illness Prevention Plan; near-miss and incident reporting through PRENGI.
- Monthly safety tailgate topic delivered by the Supervisor.
- Annual refresher training on GHS, bloodborne pathogens, ladder safety, and lockout/tagout for warehouse operations.
- Zero lost-time incidents across the SHEN Florida operation in the past 24 months.

## Cybersecurity and Data Protection

PRENGI data is hosted on a commercial cloud platform with SOC 2-audited operations, TLS-encrypted transport, and role-based access controls. No Personally Identifiable Information about City employees or residents is stored in PRENGI by SHEN. Only the work-record data generated by SHEN operations and any City-created inspection records are kept in the system.

## Price Proposal

The Pricing Proposal Excel workbook specified in Section 6.12 of the RFP — "Lump\_Sum\_Breakdown\_per\_City" and "Custodial\_Supplies\_Cost\_Sheet" — is submitted via OpenGov as a separate file in the proposal package, consistent with the instruction that pricing documents be

submitted separately. The narrative and tables below mirror those workbook figures for the Selection Committee's convenience.

### Summary — Base Bid

**Base Bid (Year 1 Total, Community Center + Aquatic Center): \$249,744.12 per year, plus \$25.00/hour on-call at the Cultural Arts Center. Price held firm for the initial 3-year term.**

### Multi-Year Pricing Schedule

SHEN is providing the City with a three-year price hold. Pricing in Years 1 through 3 is locked at the Year 1 figure. For the three 1-year renewal options, SHEN is proposing a transparent, capped CPI adjustment — a reasonable approach that protects the City from unanticipated cost escalation while ensuring SHEN can sustain quality in later years.

Year	Period	Annual Price	Basis
Year 1	10/01/2026 – 09/30/2027	\$249,744.12	Firm-fixed base bid
Year 2	10/01/2027 – 09/30/2028	\$249,744.12	Firm-fixed (held flat)
Year 3	10/01/2028 – 09/30/2029	\$249,744.12	Firm-fixed (held flat)

### How SHEN Is Able to Offer This Price

SHEN's \$249,744.12 annual price is not a loss-leader — it is a price we can sustain for the full six-year term, and here is why:

- **Scale economics** — SHEN's total operating footprint (10+ million sq ft/day) gives us wholesale pricing on chemicals, paper products, and equipment that individual or regional firms cannot match.
- **Self-performance** — No subcontractor margin stacking. Every dollar of the price either pays for labor, materials, or SHEN overhead.
- **Technology leverage** — PRENGI AI replaces a layer of middle-management oversight with live digital data, lowering our supervisory ratios without lowering supervision quality.
- **Efficient staffing** — The crew size has been engineered based on actual square footage and production rates, not on an industry average.
-

- **Local operations** — Our headquarters and management team are in Aventura — no out-of-state travel, no regional management overhead built into the price.
- **Long-term outlook** — SHEN is pricing this contract for a six-year relationship, not a single year. The 3-year firm-fixed commitment reflects a willingness to share the cost-stability benefit with the City.

## Contract Terms Acknowledgment

- This section confirms SHEN's acceptance of the commercial and administrative terms of the solicitation.
- **Liquidated Damages**
- SHEN acknowledges the Liquidated Damages provisions of the Sample Agreement. Given SHEN's documented KPI performance on comparable contracts, we do not anticipate any circumstance that would trigger them. If a deficiency is identified, SHEN's 95% / 24-hour resolution standard and the PRENGI corrective-action workflow are designed to resolve it before any damages provision would attach.
- **Termination**
- SHEN accepts the termination-for-convenience and termination-for-cause provisions of the Sample Agreement. In the unlikely event of termination for convenience, SHEN will cooperate fully with the City's transition to a successor contractor, including providing complete PRENGI records, SOP documentation, and on-site transition support for up to 30 days at no additional cost

## Why Select SHEN

The Selection Committee has a genuine choice among capable firms. SHEN respectfully offers five reasons why the City of Doral should award RFP 2026-10 to us.

### **We Are Already Doing This Job, in This State, for This Kind of Client**

**The City of Hollywood** has been a SHEN custodial customer since April 2023. That contract — same state, same government customer, same service mix (offices, parking, public restrooms), same budget range — has been renewed without issue. Everything described in this proposal is not an aspiration; it is our running playbook.

### **Technology Turns Trust into Evidence**

Custodial contracts traditionally rest on trust. The SHEN contract replaces trust with evidence. Every task is checked and listed. Every completed zone is photographed. Every deficiency generates a timestamped work order. Every month's data flows into a KPI scorecard that the City reviews in a 30-minute meeting. If something isn't working, the City sees it in PRENGI before a complaint ever has to be filed.

### **Sustainability Is Already Certified and Documented**

Section 4.1 of the RFP requires a Green Building Best Maintenance Practices certification. SHEN holds the Florida GI-BMP certification, a Green Seal-certified chemical program, HEPA filtration across all vacuums, and has documented 15–35% reductions in chemicals and water at current clients. For Doral's Park Facilities — where children, families, athletes, and audiences are the daily occupants — this credential set is not optional; it is the baseline we already exceed.

### **Price Is Aggressive and Sustainable**

\$249,744.12 per year for the Community Center and Aquatic Center is well below the City's \$400,000 budget. SHEN's scale economics, self-performance, and PRENGI AI -driven supervisory efficiency make this price sustainable, not predatory. We intend to serve this contract for the full six-year potential term.

### **Risk Is Managed, Not Just Acknowledged**

Performance and Payment Bonds at 100%, insurance at the \$2M / \$4M RFP limits, a clean legal record with no bankruptcies and no terminations, OSHA training at the leadership level, and a written contingency plan for hurricanes, infectious disease, and staff absence — risk is managed before it becomes an incident, not after.

**"Clean, safe, sustainable buildings — on time, every night, documented in real time, for a price the City can plan on. That is what SHEN offers the City of Doral."**



# PROPOSER QUALIFICATION STATEMENT

The Proposer's response to this questionnaire will be utilized as part of the City's evaluation to ensure that the Proposer meets, to the satisfaction of the City, the minimum requirements for participating in this Solicitation. **PROPOSER MUST PROVIDE DETAILS FULFILLING THE SOLICITATION'S MINIMUM QUALIFICATIONS.**

Proposer	ASIMA FACILITY MANAGEMENT
Years in Business	7
Manager*	SERHII SHULHA

\* attach certification\*

Identify past and current contracts to support compliance with required years of experience. Additional tables may be added by completing additional copies of this form, as needed.

Contract No. 1			
Name:	CITY OF HOLLYWOOD FLORIDA		
Description:	custodial services for the city's facilities, which include multiple buildings, offices, public restrooms, and parking		
Budget/Cost:	\$ 183,000.00	Contract Dates:	04/17/2023 - present
Owner/Client Name:	City of Hollywood	Reference Name:	TAYWAN PARRISH
Reference Phone No.:	954-329-8219	Reference Email:	tparrish@hollywoodfl.org
Contract No. 2			
Name:	Puerta Del Sol of Kendall		
Description:	Janitorial services for the community with fifteen buildings		
Budget/Cost:	\$ 162,000.00	Budget/Cost:	10/01/2022 - present
Owner/Client Name:	Puerta Del Sol of Kendall	Owner/Client Name:	KAMILLA KENT
Reference Phone No.:	786-252-7600	Reference Phone No.:	puertadesolpresident2023@gmail.com
Contract No. 3			
Name:	MARQUIS Association Management		
Description:	custodial services for multiple locations		
Budget/Cost:	\$ 144,000.00	Budget/Cost:	05/01/2023 - present
Owner/Client Name:	MARQUIS Association	Owner/Client Name:	RYAN SETZER
Reference Phone No.:	561-893-7440	Reference Phone No.:	Ryan.setzer@marquishoa.com

Company: Apollo Group Management

Name: Marietta Gurevich

Phone: 954-904-1010

Email: management@101DaniaBeach.com

Description: Janitorial services

Budget/Cost: \$163,200.00 Contract Dates: 03/15/2024 - present

**2025 FLORIDA PROFIT CORPORATION ANNUAL REPORT**

DOCUMENT# P18000097337

**Entity Name:** ASIMA FACILITY MANAGEMENT, INC.

**Current Principal Place of Business:**

2875 NE 191ST STR  
STE 702  
AVENTURA, FL 33180

**Current Mailing Address:**

2875 NE 191ST STR  
STE 702  
AVENTURA, FL 33180 US

**FEI Number:** 32-0585374

**Certificate of Status Desired:** No

**Name and Address of Current Registered Agent:**

SHULHA, SERHII  
18201 COLLINS AVE  
APT. 4409  
SUNNY ISLES BEACH, FL 33160 US

*The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.*

**SIGNATURE:**

\_\_\_\_\_  
Electronic Signature of Registered Agent

\_\_\_\_\_  
Date

**Officer/Director Detail :**

Title            P  
Name            SHULHA, SERHII  
Address        18201 COLLINS AVE  
                  APT 4409  
City-State-Zip: SUNNY ISLES BEACH FL 33160

*I hereby certify that the information indicated on this report or supplemental report is true and accurate and that my electronic signature shall have the same legal effect as if made under oath; that I am an officer or director of the corporation or the receiver or trustee empowered to execute this report as required by Chapter 607, Florida Statutes; and that my name appears above, or on an attachment with all other like empowered.*

**SIGNATURE:** SERHII SHULHA

CEO

04/29/2025

\_\_\_\_\_  
Electronic Signature of Signing Officer/Director Detail

\_\_\_\_\_  
Date





**City of Doral Facility - City Hall**

No.	Description	Unit	Quantity	Unit Cost (\$)	Total Cost (\$)
1	Labor (e.g., janitors)	Hours/month			
2	Supervisor Oversight	Hours/month			
3	Cleaning Supplies (e.g., soap)	Monthly			
4	Floor Cleaning Equipment Rental	Monthly			
5	Trash Removal	Monthly			
6	Restroom Supplies (toilet paper, etc.)	Monthly			
7	PPE for Staff (gloves, masks)	Monthly			
8	Administrative Costs	Monthly			
9	Insurance & Overhead	Monthly			
10	Miscellaneous (Other)	Monthly			
<b>Total Monthly Lump Sum</b>					0

**City of Doral Facility - Cultural Arts Center**

No.	Description	Unit	Quantity	Unit Cost (\$)	Total Cost (\$)
1	Labor (e.g., janitors)	Hours/month			
2	Supervisor Oversight	Hours/month			
3	Cleaning Supplies (e.g., soap)	Monthly			
4	Floor Cleaning Equipment Rental	Monthly			
5	Trash Removal	Monthly			
6	Restroom Supplies (toilet paper, etc.)	Monthly			
7	PPE for Staff (gloves, masks)	Monthly			
8	Administrative Costs	Monthly			
9	Insurance & Overhead	Monthly			
10	Miscellaneous (Other)	Monthly			
<b>Total Monthly Lump Sum</b>					<b>0</b>

**City of Doral Facility - Doral Police Department -**

No.	Description	Unit	Quantity	Unit Cost (\$)	Total Cost (\$)
1	Labor (e.g., janitors)	Hours/month			
2	Supervisor Oversight	Hours/month			
3	Cleaning Supplies (e.g., soap)	Monthly			
4	Floor Cleaning Equipment Rental	Monthly			
5	Trash Removal	Monthly			
6	Restroom Supplies (toilet paper, etc.)	Monthly			
7	PPE for Staff (gloves, masks)	Monthly			
8	Administrative Costs	Monthly			
9	Insurance & Overhead	Monthly			
10	Miscellaneous (Other)	Monthly			
<b>Total Monthly Lump Sum</b>					0

**City of Doral Facility - Police Department Training Center**

No.	Description	Unit	Quantity	Unit Cost (\$)	Total Cost (\$)
1	Labor (e.g., janitors)	Hours/month			
2	Supervisor Oversight	Hours/month			
3	Cleaning Supplies (e.g., soap)	Monthly			
4	Floor Cleaning Equipment Rental	Monthly			
5	Trash Removal	Monthly			
6	Restroom Supplies (toilet paper, etc.)	Monthly			
7	PPE for Staff (gloves, masks)	Monthly			
8	Administrative Costs	Monthly			
9	Insurance & Overhead	Monthly			
10	Miscellaneous (Other)	Monthly			
<b>Total Monthly Lump Sum</b>					0

**City of Doral Facility - Public Works Warehouse**

No.	Description	Unit	Quantity	Unit Cost (\$)	Total Cost (\$)
1	Labor (e.g., janitors)	Hours/month			
2	Supervisor Oversight	Hours/month			
3	Cleaning Supplies (e.g., soap)	Monthly			
4	Floor Cleaning Equipment Rental	Monthly			
5	Trash Removal	Monthly			
6	Restroom Supplies (toilet paper, etc.)	Monthly			
7	PPE for Staff (gloves, masks)	Monthly			
8	Administrative Costs	Monthly			
9	Insurance & Overhead	Monthly			
10	Miscellaneous (Other)	Monthly			
<b>Total Monthly Lump Sum</b>					<b>0</b>

**AFFIDAVIT REGARDING UNAUTHORIZED ALIENS UNDER  
448.095, FLORIDA STATUTES**

In compliance with section 2(b)(1) of 448.095, Florida Statutes,

Name of Entity

hereby affirms that it does not employ, contract  
with, or subcontract with an unauthorized alien.

SERHII SHULHA President [Signature]  
Printed Name of Affiant Printed Title of Affiant Signature of Affiant  
ASIMA FACILITY MANAGEMENT 04/23/2026

Name of Entity Date  
2875 NE 194<sup>th</sup> St Ste 702 Aventura FL 33180  
Address of Entity State Zip Code

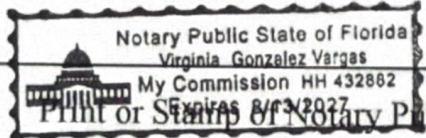
**Notary Public Information**

Notary Public State of Florida County of Miami-Dade  
Subscribed and sworn to (or affirmed) before me this 23 April day of 2026  
By Serhii Shulka

He or she is personally known to me  or has produced identification   
Type of identification produced FLDL# S400-780-78-161-1

[Signature]  
Signature of Notary Public

\_\_\_\_\_  
Serial Number



8/13/2027  
Expiration Date

\_\_\_\_\_  
Notary Public Seal

# Request for Taxpayer Identification Number and Certification

Go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9) for instructions and the latest information.

Give form to the  
 requester. Do not  
 send to the IRS.

**Before you begin.** For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See Specific Instructions on page 3.	<b>1</b>	Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)  ASIMA FACILITY MANAGEMENT		
	<b>2</b>	Business name/disregarded entity name, if different from above.  SHEN FACILITY MANAGEMENT		
	<b>3a</b>	Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only <b>one</b> of the following seven boxes.  <input type="checkbox"/> Individual/sole proprietor <input checked="" type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) <b>Note:</b> Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) _____	<b>4</b>	Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):  Exempt payee code (if any) _____  Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____  <i>(Applies to accounts maintained outside the United States.)</i>
	<b>3b</b>	If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions _____ <input type="checkbox"/>		
	<b>5</b>	Address (number, street, and apt. or suite no.). See instructions. 2875 NE 191 st STE unit 702	Requester's name and address (optional)	
	<b>6</b>	City, state, and ZIP code Aventura, Florida, 33180		
	<b>7</b>	List account number(s) here (optional)		

**Part I Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

**Note:** If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

<b>Social security number</b>									
				-			-		
or									
<b>Employer identification number</b>									
3	2	-	0	5	8	5	3	7	4

**Part II Certification**

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

<b>Sign Here</b>	Signature of U.S. person	Date <u>02/01/2020</u>
------------------	--------------------------	------------------------

## General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

**Future developments.** For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to [www.irs.gov/FormW9](http://www.irs.gov/FormW9).

## What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

## Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they

**BETTER BUSINESS BUREAU®**



**Asima Facility Management, Inc.**

**BBB® ACCREDITED BUSINESS**

Valid through June 2026

BIDDER AFFIRMATION

I, the undersigned affiant, being first duly sworn as an authorized agent of the below-named Bidder, does hereby affirm and attest under penalty of perjury as the proposed Bidder for City of Doral that the certifications and statements provided above on behalf of Bidder are true to the best of affiant's knowledge and belief and that Bidder is compliant with all requirements outlined in these City of Doral Affidavits. Bidder acknowledges it is required to comply with and keep current all statements sworn to in the above affidavits and will notify the City of Doral immediately if any of the statements attested hereto are no longer valid.

ASIMA FACILITY MANAGEMENT

Bidder Name

04/23/2020

Date Signed

[Signature]  
Affiant Signature

SERHII SHULHA President

Affiant Name & Title (Printed)

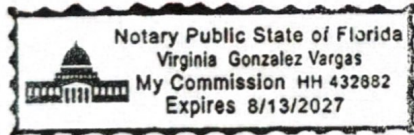
STATE OF  
COUNTY OF

FLORIDA  
MIAMI-DADE

The foregoing instrument was affirmed, subscribed, and sworn to before me this 23 day of April 2020 by means of  physical presence or  online notarization, by Serhii Shulha who is personally known to me or who produced the following identification: FLDL# S400-780-78-161-1

[Notary Seal]

[Signature]  
Notary Public for the State of Florida  
My commission expires: 8/13/2027



# BUSINESS ENTITY AFFIDAVIT

## (VENDOR / BIDDER DISCLOSURE)

I, SERHII SHULHA, being first duly sworn state:

The full legal name and business address of the person(s) or entity contracting or transacting business with the City of Doral ("City") are (Post Office addresses are not acceptable), as follows:

32-0585374  
FEDERAL EMPLOYER IDENTIFICATION NUMBER (IF NONE, SOCIAL SECURITY NUMBER)

ASIMA FACILITY MANAGEMENT INC  
Name of Entity, Individual, Partners, or Corporation

SHEN FACILITY MANAGEMENT  
Doing business as, if same as above, leave blank

2875 NE 191<sup>st</sup> St 702 Aventura FL 33180  
STREET ADDRESS SUITE CITY STATE ZIP CODE

### OWNERSHIP DISCLOSURE AFFIDAVIT

1. If the contact or business transaction is with a corporation, the full legal name and business address shall be provided for each officer and director and each stockholder who holds directly or indirectly five percent (5%) or more of the corporation's stock. If the contract or business transaction is with a trust, the full legal name and address shall be provided for each trustee and each beneficiary. All such names and addresses are (Post Office addresses are not acceptable), as follows:

<u>Full Legal Name</u>	<u>Address</u>	<u>Ownership</u>
1) SERHII SHULHA	18201 Collins Ave 4409 Sunny Isles Beach, FL, 33160, US	30%
2) FOZZY Holding Limited	Emanouil Roidi 6, Cyprus	56%
3) DMYTRO FILCHENKOV	39B Anna Akhmetova st 55, Ukraine, Kiev, 02095	14%

2. The full legal names and business address of any other individual (other than subcontractors, material men, suppliers, laborers, or lenders) who have, or will have, any

interest (legal, equitable, beneficial or otherwise) in the contract or business transaction with the City are (Post Office addresses are not acceptable), as follows:

N.A.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

[Signature]  
Signature of Affiant  
Serhii Skulka  
Printed Name of Affiant

04/23/2026  
Date

Sworn to and subscribed before me this 23 day of April, 2026.

Personally known \_\_\_\_\_

OR

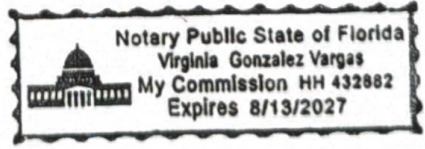
Produced identification FL Divers License

Notary Public-State of Florida

FL DL# S400-780-78-161-7  
Type of Identification

My commission expires: 8/13/2027

[Signature]  
Printed, typed, or stamped commissioned name of Notary Public



**CERTIFICATE OF AUTHORITY**

STATE OF FLORIDA

SS: COUNTY OF MIAMI-DADE

(IF CORPORATION): I HEREBY CERTIFY that at a meeting of the Board of Directors of ASIMA FACILITY MANAGEMENT INC a corporation existing under the laws of the State of FLORIDA, held on 04/16, 2026, the following resolution was duly passed and adopted:

RESOLVED, that SERHII SHULHA, as President of the Corporation, be and is hereby authorized to execute the bid dated 04/27/, 2026, to the City of Doral on behalf of this Corporation, and that such execution, attested by the Secretary of the Corporation and with the corporate seal affixed, shall be the official act and deed of this Corporation.

(IF PARTNERSHIP): I HEREBY CERTIFY that at a meeting of the Partners of \_\_\_\_\_, a partnership existing under the laws of the State of \_\_\_\_\_, held on \_\_\_\_\_, 2026, the following resolution was duly passed and adopted:

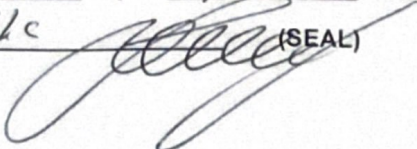
RESOLVED, that \_\_\_\_\_, as \_\_\_\_\_ of the Partnership, be and is hereby authorized to execute the bid dated \_\_\_\_\_, 2026, to the City of Doral on behalf of this Partnership, and that such execution, attested by \_\_\_\_\_, shall be the official act and deed of this Partnership.

(IF JOINT VENTURE): I HEREBY CERTIFY that at a meeting of the principals of \_\_\_\_\_, a corporation existing under the laws of the State of \_\_\_\_\_, held on \_\_\_\_\_, 2026, the following resolution was duly passed and adopted:

RESOLVED, that \_\_\_\_\_ is hereby authorized to execute the proposal of the Joint Venture, dated \_\_\_\_\_, 2026, to the City of Doral, and to do all acts and deeds necessary on behalf of this Joint Venture in connection therewith.

I further certify that said resolution is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand this 16 day of Aprile, 2026.

Secretary: Serhii Shulha  (SEAL)

# CONFLICT OF INTEREST DISCLOSURE

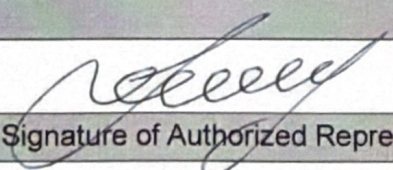
**Business Name:** ASIMA FACILITY MANAGEMENT INC  
**D.B.A.:** SHEM FACILITY MANAGEMENT Federal I.D. No.: 320585374  
**Business Address:** 2875 NE 191 ST STE 702  
**City:** AVENTURA **State:** FLORIDA **Zip:** 33180

Please note that all business entities interested in or conducting business with the City are subject to comply with the City of Doral's conflict of interest policies as stated within the certification section below. If a vendor has a relationship with a City of Doral official or employee, an immediate family member of a City of Doral official or employee, the vendor shall disclose the information required below.

1. No City official or employee or City employee's immediate family member has an ownership interest in vendor's company or is deriving personal financial gain from this contract.
2. No retired or separated City official or employee who has been retired or separated from the City for less than one (1) year has an ownership interest in vendor's Company.
3. No City employee is contemporaneously employed or prospectively to be employed with the vendor.
4. Vendor hereby declares it has not and will not provide gifts or hospitality of any dollar value or any other gratuities to any City employee or elected official to obtain or maintain a contract.

Conflict of Interest Disclosure*	
Name of City of Doral employees, elected officials, or immediate family members with whom there may be a potential conflict of interest:  _____  _____  _____	<input type="checkbox"/> Relationship to employee <input type="checkbox"/> Interest in vendor's company <input type="checkbox"/> Other (please describe below)  _____  _____  <input checked="" type="checkbox"/> No Conflict of Interest

*\*Disclosing a potential conflict of interest does not automatically disqualify vendors. In the event vendors do not disclose potential conflicts of interest and they are detected by the City, vendor will be exempt from doing business with the City.*

I certify that this Conflict-of-Interest Disclosure has been examined by me and that its contents are true and correct to my knowledge and belief and I have the authority to so certify on behalf of the Vendor by my signature below:		
	04/23/2026	SERHII SHULHA
Signature of Authorized Representative	Date	Printed Name of Authorized Representative

**LIST OF PROPOSED SUBCONTRACTORS**

BIDDER confirms no Subcontractors will used on this project if they are awarded the contract.

BIDDER shall list all Proposed Subcontractors to be used on this project if they are awarded the contract.

SCOPE

SUBCONTRACTOR NAME, ADDRESS AND LICENSE #

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

If, prior to Notice of the Award, the City or the Contractor has reasonable objection to and refuses to accept any Subcontractor, Supplier, person or organization listed, the Contractor may, prior to Notice of Award, submit an acceptable substitute without an increase in their bid price.

**Required Affidavit Regarding the Use of Coercion for Labor and Services**

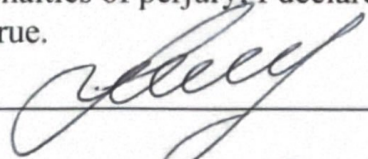
Contractor Name: ASIMA FACILITY MANAGEMENT  
 Contractor FEIN: 32-0585374  
 Contractor's Authorized Representative Name and Title: SERHII SHULHA President  
 Address: 2875 NE 191<sup>st</sup> ST STE 702  
 City: Aventura State: FL Zip: 33180  
 Phone Number: 305-450-4440  
 Email Address: s.shulga@shen-us.com

Section 787.06(13), Florida Statutes requires all nongovernmental entities executing, renewing, or extending a contract with a governmental entity to provide an affidavit signed by an officer or representative of the nongovernmental entity under penalty of perjury that the nongovernmental entity does not use coercion for labor or services as defined in that statute. The District Board of Trustees of Miami Dade College, Florida, is a governmental entity for purposes of this statute.

As the person authorized to sign on behalf of the Contractor, I certify that the Contractor identified does not:

- Use or threaten to use physical force against any person;
- Restrain, isolate, or confine or threaten to restrain, isolate, or confine any person without lawful authority and against her or his will;
- Use 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;
- Destroy, conceal, remove, confiscate, withhold, or possess any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
- Cause or threaten to cause financial harm to any person;
- Entice or lure any person by fraud or deceit; or
- Provide a controlled substance as outlined in Schedule I or Schedule II of s. 893.03 to any person for the purpose

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

By:   
 Authorized Signature

Print Name and Title: Serhii Shulha president

Date: 04/23/2026



City of Aventura  
Community Development Department  
19200 West Country Club Drive  
Aventura, FL 33180  
BTR@cityofaventura.com  
305-466-8942

3/20/2026

ASIMA FACILITY MANAGEMENT INC  
2875 NE 191 ST  
STE #702  
AVENTURA FL 33180

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## CERTIFICATE OF USE

City of Aventura, State of Florida

Receipt No. **SERV2303-0001**

Business Name: ASIMA FACILITY MANAGEMENT INC

Folio Number: 2822030870020

Business Address: 2875 NE 191 ST 702  
AVENTURA, FL 33180

Recipient Name: SHEN FACILITY MANAGEMENT

Description: SERVICES  
JANITORIAL SERVICE

Limitations: OFFICE ONLY

Issue Date: 3/20/2026

### **THIS CERTIFICATE MUST BE POSTED ON PREMISES**

This Certificate of Use confirms that the business use at the address stated above complied with Zoning District and parking requirements on the date of certificate issuance. The certificate only becomes applicable upon the issuance of a City of Aventura Local Business Tax Receipt providing there is no change of use or business ownership and no alteration or addition to the building or structure. Such changes must be applied for in person at the City of Aventura Community Development Department. For more information, visit [www.cityofaventura.com](http://www.cityofaventura.com)

**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(A), FLORIDA STATUTES,  
ON PUBLIC ENTITY CRIMES**

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

1. This sworn statement is submitted to City of Doral  
by Serhii Shulka  
[Print individual's name and title]  
for ASIMA FACILITY MANAGEMENT INC  
[Print name of submitting sworn statement]  
whose business address is 2875 NE 191<sup>st</sup> St, 702 Aventura, FL, 33180  
and (if applicable) its Federal Employer Identification Number (FEIN) is  
32-0585374  
If the entity has no FEIN, include the Social Security Number of the individual signing this  
sworn statement: \_\_\_\_\_  
[Social Security Number]

2. I understand that a "public entity crime" as defined in Paragraph Section 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 of 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 misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133 (1)(b), Florida Statutes, means a finding of guilt or 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.

4. I understand that an "affiliate" as defined in Paragraph 287.133 (1)(a), Florida Statutes, means:

A predecessor or successor of a person convicted of a public entity crime; or

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 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.

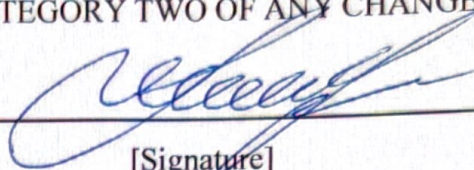
5. I understand that a "person" as defined in Paragraph 287.133 (1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision 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 the management of an entity.
  
6. Based on information and belief, the statement, which I have marked below, is true in relation to the entity submitting this sworn statement. [Initial next to statement which applies.]

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

\_\_\_\_\_ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the 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.

\_\_\_\_\_ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or against who are active in the 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. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. [Attach a copy of the final order]

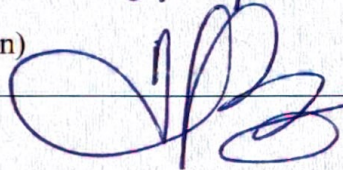
I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

  
[Signature]

Sworn to and subscribed before me this 21 day of May, 2020 personally known  OR produced identification \_\_\_\_\_

Notary Public – State of Florida

My commission expires 6/15/2029

(Type of Identification) \_\_\_\_\_  


(Printed typed or stamped commission name of notary public)

