

# AGENDA

## Hardee County Economic Development Council Hardee County Industrial Development Authority

Regular Meeting, Hardee County Board of County Commissioners, 412 West Orange Street, Wauchula, Florida

8/13/2013 9:00 A.M

### Board members

Vanessa Hernandez, EDC Chairwoman/IDA Vice-Chairwoman | Jim See, IDA Chairman/EDC Vice Chairman | Mike Prescott | Diana Youmans | Donald Samuels | Rick Justice | John O'Neal | Russ Melendy | Dottie Conerly | Doug Jensen | Lory Durrance | Horst Witschonke | Gene Davis

	<b>Item</b>	<b>Presenter</b>
Item 1	Call to order and prayer	Vanessa Hernandez /Jim See
Item 2	Approval of agenda and minutes	Vanessa Hernandez /Jim See
Item 3	Draft RFP for Website Development And Design & Logo Update	Krystin Chapman
Item 4	Retention Pond, Culvert Crossing, Conceptual Development Plan of Commerce Park Expansion-Update	Bill Lambert
Item 5	Update on EDA Rankings	Bill Lambert
Item 6	Draft 2013-2014 Budget- Adoption of Budget and Approval to appropriate the additional funds (\$20,000) to cover the budgeted overhead for the next fiscal year related to Tech River	Bill Lambert/ Sarah Pelham
Item 7	PFMan	Bill Lambert
Item 8	Continuum Labs update	Travis Bond
Item 9	IDA FRBA Rapid shared costs discussion	Bill Lambert
Item 10	Financial Report	Sarah Pelham

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<b>Item</b>	<b>Presenter</b>
Item 11 Announcements/Other Business/Public Comment	
Item 12 Adjournment	

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**Hardee County Economic Development Council/Industrial Development Authority**  
**Regular Meeting Minutes**  
**July 11, 2013**  
**Hardee County BOCC**

<b>Jim See- IDA Chairman/EDC Vice Chairman-A</b>	Rick Justice-P	Donald Samuels-P
<b>Vanessa Hernandez- EDC Chairwoman/Vice Chairwoman-P</b>		John O'Neal-P
Dottie Conerly-A	Michael Prescott-P	Lory Durrance-P
Russell Melendy-P	Gene Davis-P	Diana Youmans-P
Doug Jensen-A	Horst Witschonke-P	

The meeting was called to order at 8:30am.

Russ Melendy opened the meeting in prayer.

**Visiting:** Benny Albritton, Travis Bond, Robert Cole, Consheryl Adams, Frank Kirkland, Lavon Cobb, Charlie Cox, Michael Flowers, Kevin Denny, Brian Samuels, Jessica Newman, Bo See, Bryan Pelham and Ernie Ziglar

**County Manager:** Lex Albritton

**County Attorney:** Ken Evers

**County Commissioners:** Mike Thompson, Grady Johnson, Sue Birge, Colon Lambert and Rick Knight

**Press:** Michael Kelly

**Staff:** Bill Lambert, Sarah Pelham, Kristi Schierling, Krystin Chapman and Casey Dickson (Chamber of Commerce Executive)

**Agenda:** There is one addition to the agenda. It will be added in after the Draft Budget presentation. Russ Melendy made a motion and was seconded by Mike Prescott to accept the agenda with the add on. Motion passed unanimously.

**Minutes:** Russ Melendy made a motion and was seconded by Mike Prescott to approve the minutes as printed. Motion passed unanimously.

***Budget Amendments FY 2012-2013***

Sarah Pelham came before the Board for approval of three budget amendments. The first amendment is for the Commerce Park Retention pond and culvert. She is requesting the Board to amend the General Fund budget for \$256,000.

Mike Prescott made a motion and was seconded by Diana Youmans to approve the budget amendment. Motion passed unanimously.

The second amendment is for funding Continuum Labs the remainder of their request from October 2012. They had requested \$3.6 million and Director Lambert recommended to the Board to hold back the \$600k.

Horst Witschonke made a motion and was seconded by Lory Durrance to table this vote until after Travis Bond makes his monthly presentation. Motion passed unanimously.

After Travis Bond's presentation, the budget amendment was brought back up.

Rick Justice made a motion and was seconded by Mike Prescott to amend the Mosaic Fund for Continuum Labs funding of \$600k. Donald Samuels and Horst Witschonke voted no. Motion passed.

The last amendment brought before the Board was in regards to PFM. The Board had previously approved \$650k to supplement the EDA grant of \$1MM. Today's discussion is to appropriate which fund the money is coming from.

John O'Neal made a motion and was seconded by Lory Durrance to approve the amendment to be shown in the Mosaic Fund budget. Horst Witschonke voted No. Motion passed.

#### ***Draft FY 2013-2014 IDA Budget***

Charlie Cox, accountant at Wicks, Brown, Williams and Co, and Sarah Pelham presented the DRAFT FY 2013-2014 budget to the Board. Both went through each column with the Board. Sarah Pelham let the Board know that there was money left over from the PRECO building renovation and would like to use that carry forward for the Tech River overhead costs. It was the consensus of the Board to create a line item for this. Also discussed was having \$1MM be appropriated out of the Mosaic Fund for Florikan. The final budget adoption will be done at next month's meeting.

#### ***Small Business Development Center (SBDC)***

We have been partnering with the SBDC. They help start up and small businesses with business plans and provide resources for them. South Florida State College has asked the EDC if we could help fund the SBDC in the amount of \$3252.

Donald Samuels made a motion and was seconded by Diana Youmans to approve the funding. Motion passed unanimously.

#### ***Southern Tract Retention Pond***

Director Lambert is seeking approval for the Task Order for the Southern Tract Retention Pond. This was put out for bid and Director Lambert doesn't think that it will cost as much as the task order. The top layer of dirt will go to the landfill for cover.

Lory Durrance made a motion and was seconded by Mike Prescott to approve the task order for the Southern Tract Retention Pond. Motion passed unanimously.

#### ***CliftonLarsonAllen (CLA) Engagement Letter***

Director Lambert and staff had a pre audit meeting with CLA for the audit for FYE 9/30/13. Now that we are a component unit of the County, they will be doing our audit along with the County's.

Russ Melendy made a motion and was seconded by Diana Youmans to approve the engagement with CLA for FYE 9/30/13. Donald Samuels and Horst Witschonke voted No. Motion passed.

#### ***Continuum Labs update***

As per contract, Travis Bond gave his monthly update to the Board. Mr. Bond showed the web application as well as the mobile application. He went through some of the features of both and what they can do. Tech River now has 13 employees. Mr. Bond also advised the Board that he has met with some Venture Capitalist. He is under Non-Disclosure Agreements with them.

#### ***EDA Grant updates***

Our office filed 3 EDA grants; EDC funding for \$150k, Florikan (spec building) \$2MM and Corridor Project \$500k.

#### ***Financial Report***

Sarah Pelham reviewed the financials for the EDC and the IDA with the Board.

Horst Witschonke made a motion and was seconded by Russ Melendy to accept both sets of financials. Motion passed unanimously.

Lory Durrance made a motion and Rick Justice seconded the motion to adjourn the meeting.  
The meeting was adjourned at 11:53 am.



**REQUEST FOR PROPOSAL**

**WEBSITE DEVELOPMENT  
AND DESIGN & LOGO  
UPDATE**

**August 13, 2013**

# Table of Content

SUMMARY..... 3

PROPOSAL GUIDELINES AND REQUIREMENTS ..... 3

CONTRACT TERMS ..... 3

PURPOSE, DESCRIPTION AND OBJECTIVES ..... 4

Purpose ..... 4

Description ..... 5

TIMELINE ..... 6

BUDGET ..... 6

BACKGROUND OF ORGANIZATION .....7

Our Mission .....7

Development Guidelines .....7

Website Specifications .....9

Testing .....9

Delivery .....9

Tracking .....9

QUALIFICATIONS .....10

EVALUATION CRITERIA .....11

Length and Font Size .....12

Title Page .....12

Cover Letter .....12

Proposal .....12

Qualifications .....13

Budget and Fees .....13

Attachments .....13

Special Considerations .....13

## SUMMARY

Hardee County Economic Development Council (“EDC”) is accepting proposals to design and develop the organization’s website and update their logo. This will be a concept to completion production. The purpose of this RFP is to provide fair evaluation criteria for all candidate proposals.

## PROPOSAL GUIDELINES AND REQUIREMENTS

This is an open and competitive process.

Proposals received after the deadline- **4:00 EST, Friday, August 30, 2013** – will not be considered.

The proposal must contain the signature of a duly authorized officer or agent of the company submitting the proposal.

Quoted prices should be inclusive. Please list all fees or charges in detail, including a complete explanation of the nature of those fees.

If the execution of work to be performed requires the hiring of sub- contractors you must clearly state this in your proposal. Sub- contractors must be identified and the work they will perform must be defined. In your proposal please provide the name, address, and EIN of the sub- contractor. Hardee County EDC will not refuse a proposal based upon the use of sub-contractors; however we retain the right to refuse the sub-contractors you have selected.

Provisions of this RFP and the contents of the successful responses are considered available for inclusion in final contractual obligations.

## CONTRACT TERMS

Hardee EDC will negotiate contract terms upon selection. All contracts are subject to review by the EDC’s legal counsel and board members, and a project will be awarded upon signing of an agreement or contract, which outlines terms, scope, budget and other necessary items.



# PURPOSE, DESCRIPTION AND OBJECTIVES

## *Purpose*

Hardee County is focused on economic development. The county is comprised of multiple economic development organizations including the Economic Development Council (EDC), Industrial Development Authority (IDA), Economic Development Authority (EDA), Community Redevelopment Agency (CRA), Chamber of Commerce and Main Street Wauchula. The EDC serves as the central organization and marketing arm of these organizations. The purpose of this website is to create an initial contact for potential businesses looking to relocate or expand into the county. The EDC currently has standalone website at [www.hardeebusiness.com](http://www.hardeebusiness.com). The opportunity is to create a new and improved standalone site which showcases the Hardee County EDC's mission and goals via the latest web technology. The site will:

- Promote GIS Map
- Provide information and data regarding public records and press releases
- Highlight community assets and resources
- Add links to community partnerships
- Highlight existing sites for expansion and relocation
- Identify rural economic development as part of the regional and state focus
- Provide Clear and easily navigable menus and pages
- Integrate Hardee EDC's email marketing and social media sites
- Provide optimized searches for Hardee County Economic Development
- Provide quality and historical performance tracking
- Optimization for mobile devices (phones, tablets, etc.)
- Recognize previous projects and their success
- Provide information and data relevant to site consultants and corporate real estate managers

The current Hardee County EDC and IDA **logo** needs refreshing and updating and will be integrated into the new website and all future and current marketing materials. The new logo will:

- Provide synergy with existing logo
- Utilize similar colors with updated feel
- Convey the Hardee County Economic Development story
- Be provided in screened format with ability to use vertically and horizontally on color backgrounds as well as in color and b/w

Upon completion of the development of the site and updated logo, Hardee County EDC will assume full responsibility for website content maintenance and administration as well as logo use. ***All content, coding and graphics will become the sole property of Hardee County Economic Development Council.***

## ***Description***

### **WEBSITE:**

Create a flexible, informative website that is easy to maintain and update. We must develop a friendly site that can deliver large amounts of constantly changing information to our key audiences. In addition to designing a user- friendly site with an intuitive interface, utilizing a web- based, database- driven administration tool (Content Management System) that allows key management personnel to easily update content without directly accessing source code.

To be effective, our website must be:

- ✓ Easy and intuitive
- ✓ Visually pleasing
- ✓ Safe and secure
- ✓ Quick to load and operate
- ✓ Easy to update and maintain
- ✓ Accessible in desktop and mobile formats

### **LOGO:**

Design and develop an updated logo based on current Hardee County EDC and IDA logo. All logo work should include full color, two- color, one- color, and reversed versions.

When updating EDC and IDA logo, the successful bidder should take into account the following criteria for all logo and work marks developed:

- ✓ Logo and word mark should be legible in small applications
- ✓ Logo and word mark should use “Hardee County”
- ✓ Logo and work should work well on and be visible on all color backgrounds

## **TIMELINE**

This RFP is dated August 13, 2013. Proposers may also request a copy be sent via email by contacting Krystin Chapman at [krystin@hardeecc.com](mailto:krystin@hardeecc.com).

***Proposals are due no later than 4:00 pm EST, Friday, August 30, 2013.*** Responses are to be submitted to: Hardee County Economic Development Office, 107 E. Main Street, Wauchula, FL 33873. Proposals will be evaluated immediately thereafter.

Questions are due to [krystin@hardeecc.com](mailto:krystin@hardeecc.com) August 16, 2013. Responses will be issued August 20, 2013 on the EDC website ([www.hardeebusiness.com](http://www.hardeebusiness.com)).

Proposal presentations to the EDC/IDA board members will be held on September 10, 2013 at 9am- noon. The board meetings are held at 412 W. Orange St, Room 103, Wauchula, FL 33873.

The award will be made by September 12, 2013. All other candidates will be notified shortly thereafter.

The initial meeting with the project team will commence the week of September 16, 2013.

*Engagement work complete, approved, and live by November 12, 2013.*

## **BUDGET**

Please provide several cost proposals to accomplish the scope outlined below. The budget must encompass all design, production, and software acquisitions necessary for development and maintenance of the website.

## **BACKGROUND OF ORGANIZATION**

### ***OUR MISSION***

As the mission statement declares, the Hardee County Economic Development Council (EDC) works towards planned and positive growth in the hopes of improving the quality of life for Hardee County residents. The EDC is committed to improving the economic well being of the County through growth and expansion of local businesses and the attraction of new businesses to Hardee County. The objective of this planned economic diversification is the creation of high-wage, high-skill jobs that will retain and expand existing, high-value businesses.

The Hardee County Economic Development Council strives to provide the highest level of assistance and service to businesses in order to encourage economic investment and prosperity in Hardee County.

The EDC can assist businesses: \*Start up a company in Hardee County\*Relocate to or establish a presence in Hardee County\*Expand already existing operations in Hardee County \*Provide consultation on state, regional and local incentives.

### **SCOPE & GUIDELINES**

A firm which can handle all site planning, interface design and production is required. The site must include a technology solution that allows the in- house staff to easily and cost effectively update content and modify site design after the initial launch.

Finished logo should be provided in multiple formats to be utilized by staff as well as graphic designers.

### ***Development Guidelines:***

The website designed by the successful candidate must meet the following criteria:

- Utilize a content management system that will permit non-technical EDC staff to easily and instantly update website content, data, or scripts.

- Convert existing content as directed to new website.
- Visually Appealing- The site must have an attractive mix of text and graphics.
- Common Theme- Each section of the site should have a common look and feel. The EDC logo should be prominently displayed on every page.
- Easy to Navigate- The site should be easy to navigate. Information should be grouped and presented in a logical manner.
- Development of web pages to accommodate the proposed navigation scheme.
- Provide necessary software and licenses to maintain site internally or externally, as decided by Hardee County EDC.
- Must load quickly and securely.
- Needs to integrate/link to existing (rather than duplicating) data on EDC partner websites, such as Hardee County Chamber of Commerce, Hardee County EDA, Wauchula Community Redevelopment Agency, etc.; ideally would pull up the data but make it look like the data is part of the EDC website.
- Host for quick retrieval key EDC documents and publications
- Provide search capabilities using key words or phrasing that will identify content from throughout the site.
- An assigned project manager will be made available to present information and coordinate with EDC staff, including a reasonable number of meetings to present design and development solutions.
- To include a report generating such as “create a report” that organizes information visitors are interested in.
- *Once the website has been completed and accepted by the EDC/IDA, the website design and all of its contents, software and architecture become property of Hardee County EDC.*

## Logo:

- Development of updated EDC and IDA logo must make it easily identifiable as part of the current EDC and IDA branding and logo uses
- Logo must be adaptable to print, web, video and other applicable marketing uses
- Logo must be provided in b/w, color, vertical and horizontal formats
- Logo must be screened with ability to place on color backgrounds with no integrity loss of logo
- Logo must be provided in multiple formats that are universally recognized and used by graphic designers, media outlets and EDC office staff
- *Once the logo has been completed and accepted by EDC/ IDA, the logo design and any future changes become the property of EDC.*

## ***Website Specifications:***

EDC encourages creativity in the proposals submitted; however there are certain requirements for the website project. Your proposal must account for all of these requirements.

- Site must be compatible with current versions of IE, Mozilla, Safari, and Google Chrome browsers, and must also display properly on mobile devices.
- Website must not require plug-ins as a default.
- Fast Loading Pages- the website must be designed with a balance of text and graphics such that each page loads in 8 seconds or less on the average computer.
- Site incorporates social media sharing tools and RSS
- Site provides analytics reporting and SEO as well as option for enhanced analytics.

## ***Testing:***

Testing of site on all applicable platforms to ensure website works as promised. Explain testing plan through development process.

## ***Delivery:***

Delivery and uploading of site to client for internal hosting, to an outside third party, or hosting by consultant.

## ***Tracking:***

Implementation of tracking software to produce user defined site long reports. We need a tool to help us better understand and measure web visitor behavior and improve website performance and availability. (This may be offered through hosting service.)

- ✓ Web traffic analysis
- ✓ Path analysis
- ✓ Visitor trends
- ✓ Page views
- ✓ Entry pages
- ✓ Top pages
- ✓ Exit pages
- ✓ Page- length of stay
- ✓ Technical analysis: browsers and platforms

## QUALIFICATIONS

- List the five websites and logos your firm has produced that best reflect your work and relevancy to this project. Briefly list the role your firm played in each project (economic development sites). The URL should be submitted. Only sites that are live will qualify during evaluation.
- Describe your experience in producing sites and logos for economic development projects.
- Provide current reference information for three former or current clients.
- Briefly describe your firm's organizational capacity to produce our website and update our logo (e.g. staff, equipment, software, physical space, office location, etc.).
- How many full-time staff does your firm employ? Please include a copy of your firm's organizational chart.
- Provide a company profile, length of time in business and core competencies.
- Briefly describe the percentage of your web staff that would be working on this project relative to your entire staff (using full time equivalents). For example, if you would use five staff on the project and you have ten web designers and developers, the percentage would be
  - ✓ 50%
- What type of team will be assigned to this project? What will each person's role be? Please include a brief background summary for each key staff member assigned to this project.
- Please discuss any hardware/software vendor partnerships relevant to this project.
- Time frame for completion. The time frame for completion of the project will be evaluated.
  - ✓ In addition, time frames will be part of the contractual agreement; therefore, a realistic time frame for completion is requested.
- Process to include input from all program areas. Please state how you intend to communicate with all program areas to gather all of the required information.
- Terms and conditions.
- Winning vendor hosts at no additional charge website for minimum one year. Document ongoing fees for additional hosting.
- Winning vendor will provide training to EDC staff regarding site maintenance and updates.

- Winning vendor agrees to use government personal services contract.

## EVALUATION CRITERIA

The following criteria will form the basis upon which the EDC will evaluate proposals.

The mandatory criteria must be met and include:

*Your proposal must be received no later than 4:00 pm EST, Friday, August 30, 2013. Your proposal must include a cost proposal as described above. All costs associated with the delivery of the project should be presented in a flat rate, fee for service format.*

Proposals must be delivered at 107 E. Main Street, Wauchula, FL 33873.

*Proposals that meet the mandatory requirements, as stated above, will be evaluated with the following criteria:*

- *Suitability of the Proposal*- the proposal solution meets the needs and criteria set forth in the RFP.
- *Expertise* in recommending and communicating appropriate technical and aesthetic solutions as evidenced by the proposal and references.
- *Aesthetic Capabilities*- Prior to work demonstrates artistic and innovative, user friendly interfaces that engage communities and viewers.
- *Candidate Experience*- Candidate has successfully completed similar projects and has the qualifications necessary to undertake this project.
- *Value/ Pricing Structure and Price Levels*- The price is commensurate with the value offered by the proposer. The EDC is able to accept pro bono service and recognize the provider to the full extent allowed by the Internal Revenue Service, including naming the proposer within the website and other collateral as a EDC supporter and partner.
- *Depth and Breadth of Staff*- The candidate firm has appropriate staff to develop the site in the time frame needed.
- *Proposal Presentation*- The candidate should present their proposal to the EDC/ IDA board on Tuesday, September 10<sup>th</sup>. The meeting begins at 9 am and lasts approximately three hours. Your presentation to the board should take between 10 and 15 minutes plus additional time for board questions. The information should be presented in a clear, logical manner and is well organized.
- All proposals must include a *statement of authorization* to bid signed by a principal of the responding company



- *Bidder status*—Bidder must disclose any relevant conflict of interest and/ or pending lawsuits

*The EDC reserves the right to reject any and all proposals.*

***Selection Table:***

<b>Economic Development Experience</b>	<b>20%</b>
<b>Website Examples</b>	<b>30%</b>
<b>Local Firm Preference</b>	<b>5%</b>
<b>Price</b>	<b>30%</b>
<b>Proposal Presentation</b>	<b>15%</b>

**FORMAT FOR PROPOSALS**

Please use the following as a guideline to format your proposal:

***Length and Font Size:***

Please use fonts no smaller than 10 point. Maximum proposal length including title page, cover letter, proposal, qualifications and budget should not exceed 15 pages

***Title Page:***

The Hardee County EDC/ IDA Website Development and Logo Update Proposal, your company name, address, website address, telephone number, fax number, e-mail address and primary contact person.

***Cover Letter:***

Signed by the person or persons authorized to sign on behalf of the company.

***Proposal:***

Discuss your proposed solution, including the features, benefits and uniqueness of you solution. You should also touch on your ability to deliver the project in the timeframe.

### ***Qualifications:***

Provide the information requested.

### ***Budget and Fees:***

List budgets as requested above. Identify staff you anticipate working on the project and their hourly rates for work that may be needed for Phase I and Phase II.

### ***Attachments:***

Hosting options/information:

- Do you provide hosting? If so, please provide answers to the following questions.
  - ✓ How often do you backup or what backup method is provided?
  - ✓ How often do you have down time?
  - ✓ Describe hosting capacity, limitations and/or any fees associated
  - ✓ Please describe your technical support options and any fees associated.
  - ✓ Please describe your security.
  - ✓ Please describe analytics available for website activity.
  - ✓ Pricing, terms and conditions.

If you do not provide hosting, please suggest a vendor/partner to provide this service and provide answers to the above questions.

### ***Special Considerations:***

- Knowledge of Hardee County EDC and IDA
- Knowledge of Economic Development missions and tools
- Knowledge of Hardee County Economic Development organizations
- Proven experience in industry and industry based organization websites and logos

## **Suggested Websites for Review**

The following websites contain the graphics style and information accessibility (layout, links and downloads) desirable in the new EDC website. They are provided as inspiration.

- Winchester- Frederick County EDC – <http://winva.com/>
- Sumpteredge- Sumpter County ED- <http://www.sumteredge.com/>
- Charleston County ED- <http://www.charlestoncountydevelopment.com/>
- San Diego Regional EDC- <http://www.sandiegobusiness.org/>
- Raliegh- <http://www.raleigh4u.com/>
- Tampa EDC- <http://www.tampaedc.com/default.aspx>



**DRAW REQUEST**

2818 Cypress Ridge Blvd, Suite 150  
 Wesley Chapel, FL 33544  
 T: 813.384.2421  
 F: 813.388.4526

**PURCHASE ORDER** IDA Agreement 11-20-12  
**DATE** July 31, 2013  
**CUSTOMER ID** Hardee IDA  
**PROJECT ID** TechRiver/Continuum

**BILL TO:** Hardee County IDA  
 Casey Dickson  
 107 East Main Street  
 Wauchula, FL 33873  
 T: 863-773-3030  
 F: 863-781-4369  
 casey@hardeecc.com

**SHIP TO:** Hardee County IDA  
 Casey Dickson  
 107 East Main Street  
 Wauchula, FL 33873  
 T: 863-773-3030  
 F: 863-781-4369  
 casey@hardeecc.com

REP.	JOB	SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE	PAYMENT TERMS	DUE DATE
Travis Bond	IDA11-20-12	N/A	N/A	N/A	Net 10	8/10/2013

QTY	DESCRIPTION	UNIT PRICE	DISCOUNT	LINE TOTAL
<b>Draw Request for July 2013 Expenses</b>				
1.00	Gross Salaries-Hardee County based - 9 FTE's	\$ 38,437.19		38,437.19
1.00	Gross Salaries-non-Hardee County based - Sales and Marketing (LifeSync Tech - 2 consultants)	\$ 11,666.67		11,666.67
	Development Contract II (BlueWater/CareSync) expenses by invoice related to the following:			
1.00	Coding - Staff of 9.1 FTE's, approximately 1845 hours	\$ 96,247.91		\$ 96,247.91
1.00	Design - Staff of 4.5, approximately 958 hours	\$ 71,757.96		\$ 71,757.96
1.00	Quality Assurance - Staff of 4, approximately 635 hours	\$ 13,505.45		\$ 13,505.45
1.00	Fees - Medical Databases	\$ 5,000.00		\$ 5,000.00
1.00	Licensing	\$ 10,416.67		\$ 10,416.67
1.00	Miscellaneous	-		\$ -
1.00	Training program expenses:			
1.00	Trainers, materials, etc. - Staff of 2 participated for 88 hours	\$ 3,062.50		\$ 3,062.50
1.00	Mentors	\$ -		\$ -
1.00	Course Fees	\$ 187.50		\$ 187.50
1.00	Travel & Related Expenses	\$2,567.25		\$ 2,567.25
1.00	Office Supplies & Misc. Software	\$659.53		\$ 659.53
1.00	Equipment Purchases/Maintenance/Support	\$ 3,898.00		\$ 3,898.00
1.00	Miscellaneous			\$ -
1.00	Marketing & Sales (TechRiver and Continuum)	\$ 35,465.27		\$ 35,465.27
1.00	Furniture and equipment & related expenses			\$ -
1.00	Legal, Accounting, Insurance	\$ 1,425.00		\$ 1,425.00
1.00	Human Resources, Admin	\$ 4,875.00		\$ 4,875.00
1.00	Rent/Data Equipment lease expenses	\$ 6,554.23		\$ 6,554.23
1.00	Utilities	-		-
1.00	Data Center, broadband, telecommunications	\$ 3,062.62		\$ 3,062.62
1.00	Building/grounds maintenance	-		-
	<b>TOTAL DISCOUNT</b>			
			<b>SUBTOTAL</b>	\$ 308,788.75
			<b>SALES TAX</b>	
			<b>TOTAL</b>	\$ 308,788.75

Continuum Labs, Inc.  
 2818 Cypress Ridge Blvd  
 Suite 150  
 Wesley Chapel, FL 33544

# Invoice

Date	Invoice #
7/31/2013	2013-PS133

<b>Bill To</b>
Hardee County Industrial Development Auth 107 East Main Street Wauchula, FL 33873

P.O. No.	Terms	Project
CLI July Exp Requ...	Net 10	

Quantity	Description	Rate	Amount
1	Hardee County Office - Salaries, Taxes, Benefits, G&A	38,437.19	38,437.19
1	Direct Training - TechRiver (Hardee hires) related expenses	2,062.50	2,062.50
1	Gross Salaries-non-Hardee County based - Sales, Marketing, Business Development & Promotions (LifeSync Tech - 2 consultants)	5,833.33	5,833.33
1	Gross Salaries-non-Hardee County based - Sales, Marketing, Business Development & Promotions (LifeSync Tech - 2 consultants)	5,833.34	5,833.34
1	Travel Related Charges - CareSync	2,567.25	2,567.25
1	Development Contract II (BlueWater/CareSync) - QA	7,890.00	7,890.00
1	Development Contract II (BlueWater/CareSync) - Design	54,047.21	54,047.21
1	Development Contract II (BlueWater/CareSync) - Coding	79,598.63	79,598.63
1	Office Supplies	659.53	659.53
1	Telecommunications	916.81	916.81
1	Equipment	398.00	398.00
1	Fees - Medical Databases	5,000.00	5,000.00
1	Marketing & Sales (TechRiver and Continuum)	11,480.33	11,480.33
	Sales Tax - Hardee County	7.00%	0.00
		<b>Total</b>	\$214,724.12

LifeDash, Inc

Suite 150  
 Wesley Chapel, FL 33544

# Invoice

Date	Invoice #
7/31/2013	2012-47B

<b>Bill To</b>
Continuum Labs, Inc 3837 Northdale Blvd, Ste 365 Tampa, FL 33624

P.O. No.	Terms	Project
CLI/Hardee/June 1...	Net 10	

Quantity	Description	Rate	Class	Amount
1	Development Contract II (BlueWater/CareSync) - Coding	16,649.28	ProServ	16,649.28
1	Development Contract II (BlueWater/CareSync) - Design	17,710.76	ProServ	17,710.76
1	Development Contract II (BlueWater/CareSync) - QA	5,615.45	ProServ	5,615.45
1	Lifedash Platform License	10,416.67	Platform	10,416.67
1	Direct Training - TechRiver (Hardee hires) related expenses	1,187.50	ProServ	1,187.50
1	Data Center, broadband, telecommunications	2,145.81	Platform	2,145.81
1	Marketing (TechRiver and Continuum)	23,984.94	ProServ	23,984.94
	Sales Tax Pasco	7.00%		0.00
			<b>Total</b>	\$77,710.41

# Invoice



Attention:	Travis Bond, Continuum Labs, Inc.	Project Title:	CareSync
Address:	2818 Cypress Ridge Blvd.	Invoice Number:	2013 - 013
City, State Zip Code:	Wesley Chapel, FL 33544	Term:	August 2013
Date: Aug 1, 2013			

Description	Cost
Sales & Marketing, CareSync	\$11,666.67
<b>Total</b>	<b>\$11,666.67</b>

### July 2013 Expense Details

Individual Employee Expenses Reimbursed							
Date	Submitter	Merchant	Amount	Category	Cost Center	Comment	Totals
11-Jul	lee.woods@continuumlabs.com	Verizon Wireless	\$60.00	TEL Telephone			
10-Jul	tony.pazzaglia@continuumlabs.com	Tony Pazzaglia	\$50.00	TEL Telephone		Cell Allowance	
<b>Telephone - Total</b>							<b>\$110.00</b>
18-Jul	adam.smith@continuumlabs.com	Radio Shack	\$82.00	Computer/Laptop/iPad - Fixed Assets	CS CareSync	MacBook Replacement Charger	
26-Jun	james.see@continuumlabs.com	Keynote: App Store	\$20.00	MKT Marketing	CS CareSync	Keynote Purchase	
10-Jul	tony.pazzaglia@continuumlabs.com	Us Postal Service	\$10.25	ADV Advertising and Promotion	CS Overhead	Postage to send flag back for repairs	
<b>Office Supplie - Total</b>							<b>\$112.25</b>
10-Jul	tony.pazzaglia@continuumlabs.com	Tony Pazzaglia	\$600.00	Mileage, Insurance, Maintenance	CS CareSync	Auto Allowance	
<b>Travel - Total</b>							<b>\$600.00</b>
<b>Totals</b>			<b>\$822.25</b>				<b>\$822.25</b>



<b>AMEX - July 2013 - By Category</b>			
<b>Date</b>	<b>Category</b>	<b>Amount</b>	<b>Notes</b>
7/6/2013	Education	\$ 37.50	Courseware - TechRiver University
7/6/2013	Education	\$ 37.50	Courseware - TechRiver University
7/6/2013	Education	\$ 37.50	Courseware - TechRiver University
7/7/2013	Education	\$ 37.50	Courseware - TechRiver University
7/14/2013	Education	\$ 37.50	Courseware - TechRiver University
	<b>Course Fees</b>	<b>\$ 187.50</b>	
7/9/2013	Marketing	\$ 124.99	Marketing Supplies
7/1/2013	Marketing	\$ 62.40	Marketing - Supplies
7/3/2013	Marketing	\$ 750.00	Marketing - Walking Gallery Campaign
7/20/2013	Marketing	\$ 77.94	Marketing - Supplies
7/25/2013	Marketing	\$ 199.00	Marketing - Graphics
	<b>Marketing</b>	<b>\$ 1,214.33</b>	
7/11/2013	Recruiting	\$ 49.00	Resume aggregating software
	<b>Recruiting</b>	<b>\$ 49.00</b>	
7/1/2013	Software	\$ 89.98	Software - Tracking software
7/9/2013	Software	\$ 29.99	Marketing - Software
7/9/2013	Software	\$ 199.32	Software - Office Supplies
7/13/2013	Software	\$ 100.00	Software - Intranet
7/15/2013	Software	\$ 49.00	Software - CRM
7/14/2013	Software	\$ 29.99	Marketing - Software
	<b>Software</b>	<b>\$ 498.28</b>	
7/25/2013	Telephone	\$ 806.81	Telephone - Continuum/TechRiver
	<b>Telephone</b>	<b>\$ 806.81</b>	
7/16/2013	Equipment	\$ 199.00	Equipment - CareSync Vitals tracking
7/13/2013	Equipment	\$ 199.00	Equipment - CareSync Vitals tracking
	<b>Equipment</b>	<b>\$ 398.00</b>	
7/19/2013	Travel	\$ 295.20	Travel - Rental Car
7/21/2013	Travel	\$ 475.24	Travel - Lodging (Design Meetings)
7/16/2013	Travel	\$ 421.80	Travel - Airfare (Marketing & Mgmt Meeting)
7/24/2013	Travel	\$ 43.98	Travel - Taxi
7/23/2013	Travel	\$ 217.43	Travel - Rental Car
7/30/2013	Travel	\$ 183.80	Travel - Airfare (Marketing & Mgmt Meeting)

7/30/2013	Travel	\$	329.80	Travel - Airfare (Marketing & Sales Meeting)
	<b>Travel</b>	<b>\$</b>	<b>1,967.25</b>	
	<b>Total All Categories</b>	<b>\$</b>	<b>5,121.17</b>	



2818 Cypress Ridge Blvd.  
 Suite 150  
 Wesley Chapel, FL 33544

# Invoice

DATE	INVOICE #
7/26/2013	2013-9453

<b>BILL TO</b>
Continuum Labs 2818 Cypress Ridge BLVD Suite 150 Westley Chapel, FL 33544 USA

<b>SHIP TO</b>
Continuum Labs 2818 Cypress Ridge BLVD Suite 150 Westley Chapel, FL 33544 USA

P.O. NUMBER	TERMS	REP	SHIP	VIA	F.O.B.	PROJECT
	Net 10	LNG	7/26/2013	Federal Express		

QUANTITY	ITEM CODE	DESCRIPTION	PRICE EACH	AMOUNT
	Misc.	Administrative - Accounting Services CFO	1,425.00	1,425.00
		Sales Tax - Discretionary Surtax	1.00%	0.00

Thank you for your business.		<b>Total</b>	\$1,425.00
Phone #	Fax #	<b>Payments/Credits</b>	\$0.00
813-264-5951	813-264-1580	<b>Balance Due</b>	\$1,425.00

Web Site
<a href="http://www.bondmedicalgroup.com">www.bondmedicalgroup.com</a>



2818 Cypress Ridge Blvd.  
 Suite 150  
 Wesley Chapel, FL 33544

# Invoice

DATE	INVOICE #
7/31/2013	2013-9526

<b>BILL TO</b>
Continuum Labs 2818 Cypress Ridge BLVD Suite 150 Westley Chapel, FL 33544 USA

<b>SHIP TO</b>
Continuum Labs 2818 Cypress Ridge BLVD Suite 150 Westley Chapel, FL 33544 USA

P.O. NUMBER	TERMS	REP	SHIP	VIA	F.O.B.	PROJECT
	Net 10	LNG	7/31/2013			

QUANTITY	ITEM CODE	DESCRIPTION	PRICE EACH	AMOUNT
1	Misc.	Continuum Labs & TechRiver, Inc. - Administrative/Human Resources - July 2013	4,875.00	4,875.00

		<b>Total</b>	\$4,875.00
Phone #	Fax #	<b>Payments/Credits</b>	\$0.00
813-264-5951	813-264-1580	<b>Balance Due</b>	\$4,875.00

Web Site
<a href="http://www.bondmedicalgroup.com">www.bondmedicalgroup.com</a>



2818 Cypress Ridge Blvd.  
 Suite 150  
 Wesley Chapel, FL 33544

# Invoice

DATE	INVOICE #
7/31/2013	2013-9524

<b>BILL TO</b>
Continuum Labs 2818 Cypress Ridge BLVD Suite 150 Westley Chapel, FL 33544 USA

<b>SHIP TO</b>
Continuum Labs 2818 Cypress Ridge BLVD Suite 150 Westley Chapel, FL 33544 USA

P.O. NUMBER	TERMS	REP	SHIP	VIA	F.O.B.	PROJECT
Jan-13	Net 10	SAR	7/31/2013			

QUANTITY	ITEM CODE	DESCRIPTION	PRICE EACH	AMOUNT
1	HA - Server Mgmt	Data Center, Development Staging Systems - 16 Bay Bluestor SAS Fibrestream, (4) SL170's, (2) DL160, (1), DL380, JMR Storage Sys, (2) Cisco ASA's, (2) Cisco Mgmt Switch, HP Tape Storage, Fiber backbone, APC's, Dev's Systems	6,554.23	6,554.23
		Sales Tax - Discretionary Surtax	1.00%	0.00

**Total** \$6,554.23

**Payments/Credits** \$0.00

**Balance Due** \$6,554.23

Phone #	Fax #
813-264-5951	813-264-1580

Web Site
<a href="http://www.bondmedicalgroup.com">www.bondmedicalgroup.com</a>



2818 Cypress Ridge Blvd.  
Suite 150  
Wesley Chapel, FL 33544

# Invoice

DATE	INVOICE #
7/31/2013	2013-9525

<b>BILL TO</b>
Continuum Labs 2818 Cypress Ridge BLVD Suite 150 Westley Chapel, FL 33544 USA

<b>SHIP TO</b>
Continuum Labs 2818 Cypress Ridge BLVD Suite 150 Westley Chapel, FL 33544 USA

P.O. NUMBER	TERMS	REP	SHIP	VIA	F.O.B.	PROJECT
	Net 10	LNG	7/31/2013			

QUANTITY	ITEM CODE	DESCRIPTION	PRICE EACH	AMOUNT
	Support - HW - 1 yr	Hardware support for Continuum Labs and Tech River Support - Hardware - 1 year Contract - (see Hardware Support Agreement) billed monthly.	3,500.00	3,500.00
		Sales Tax - Discretionary Surtax	1.00%	0.00

Thank you for your business.		<b>Total</b>	\$3,500.00
Phone #	Fax #	<b>Payments/Credits</b>	\$0.00
813-264-5951	813-264-1580	<b>Balance Due</b>	\$3,500.00

Web Site
<a href="http://www.bondmedicalgroup.com">www.bondmedicalgroup.com</a>

C&L Value Advisors LLC  
4805 W Laurel Street, Suite 100  
Tampa, FL 33607  
Phone: (813) 286-7373 Fax: (813) 289-1959

POSTED  
6/13/13

Bond Medical Group Inc  
2818 Cypress Ridge Blvd  
Wesley Chapel FL 33544

Invoice: MS3  
Date: 06/07/2013  
Due Date: 06/17/2013  
ID: 22500

---

For professional service rendered as follows:

External CFO services performed by Marta Strauss (See Attached)	<u>\$1,425.00</u>
New Charges:	<u>\$1,425.00</u>
Invoice Total	<u>\$1,425.00</u>



**Invoice**

<i>Invoice Date</i>	<i>Invoice #</i>
4/15/2013	13-1608

**Health Language, Inc.**

4600 S. Syracuse Street, Suite 1200  
 Denver, CO 80237  
 Phone # (720) 940-2900  
 Fax# (720) 940-2913  
[www.healthlanguage.com](http://www.healthlanguage.com)

**POSTED**  
4/15/13

<i>Bill To:</i>
Continuum Labs accounting@continuumlabs.com 2818 Cypress Ridge Blvd Suite 150 Wesley Chapel, FL 33544

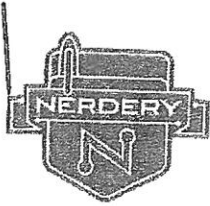
**Reference: End User License Agreement  
 dated January 25, 2013**

**Due Date: 5/30/2013**

<i>Quantity</i>	<i>Description</i>	<i>Rate</i>	<i>Amount</i>
	<b>HLI Content Licenses: (Annual Fee)</b>		
1	LOINC CPT-4 (a)	\$5,000.00	\$5,000.00
	<b>HLI Content Maps</b>		
	ICD-9-CM Proc - SNOMED (a)		
<b>Pay to:</b> Health Language, Inc.			
<b>Remit to:</b> Health Language, Inc. 4600 S. Syracuse Street Suite 1200		<b>Total Due</b>	<b>\$5,000.00</b>

**PAID**





**SIERRA BRAVO CORPORATION  
DBA THE NERDERY**

9555 JAMES AVE S, STE 245, BLOOMINGTON, MN 55431  
PHONE: (877) 664.6373 / FAX: (952) 948.1611

**INVOICE**

DATE	NO.
6/26/2013	59411

TERMS	DUE DATE
Due Upon Invoice	6/26/2013

**Continuum Labs**  
2818 Cypress Ridge Boulevard  
Suite 150  
Wesley Chapel, FL 33544

P.O. NO.	SALES ORDER	PROJECT NO.	WEEK ENDING
	SO005520		

DESCRIPTION	QTY	PREV. INVOICE	INVOICED	RATE	AMOUNT
Android Staff Augmentation Prebilled Hours 35% of Estimated 88hrs Due Upon Acceptance	30.8	0	30.8	126.00	3,880.80
Android Staff Augmentation - PREBILLED	30.8	0	0	0.00	0.00
Android Staff Augmentation Hourly Services: See Attached	57.2	0	0	126.00	0.00

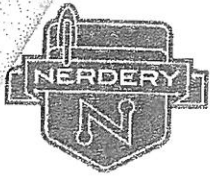
**PAID**

**POSTED  
6/27/13**

SUBTOTAL	\$3,880.80
SALES TAX	\$0.00
TOTAL	\$3,880.80
PAYMENTS/CREDITS	\$0.00
<b>BALANCE DUE</b>	<b>\$3,880.80</b>

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**SIERRA BRAVO CORPORATION  
DBA THE NERDERY**

9555 JAMES AVE S, STE 245, BLOOMINGTON, MN 55431  
PHONE: (877) 664.6373 / FAX: (952) 948.1611

**INVOICE**

DATE	NO.
7/3/2013	59666

TERMS	DUE DATE
Due Upon Invoice	7/3/2013

**Continuum Labs**  
2818 Cypress Ridge Boulevard  
Suite 150  
Wesley Chapel, FL 33544

P.O. NO.	SALES ORDER	PROJECT NO.	WEEK ENDING
	SO005565		

DESCRIPTION	QTY	PREV. INVOICE	INVOICED	RATE	AMOUNT
CALDAV Consultation Engagement Prebilled Hours 50% of Estimated 18hrs Due Upon Acceptance	9	0	9	126.00	1,134.00
CALDAV Consultation Engagement - PREBILLED	9	0	0	0.00	0.00
CALDAV Consultation Engagement Hourly Services: See Attached	9	0	0	126.00	0.00

SUBTOTAL	\$1,134.00
SALES TAX	\$0.00
TOTAL	\$1,134.00
PAYMENTS/CREDITS	\$0.00
<b>BALANCE DUE</b>	<b>\$1,134.00</b>

Go Paperless!

Contact [accounting@nerdery.com](mailto:accounting@nerdery.com) to opt-in to our email list for invoices and statements.

Studio Tack LLC  
10 Jay St #521  
Brooklyn, NY 11201

# Invoice

Bill To:
Continuum Labs Amy Gleason 2818 Cypress Ridge Boulevard Suite 150 Wesley Chapel, Florida 33544 USA

Date	Invoice No.	P.O. Number	Terms	Project
06/18/13	23			

Item	Description	Quantity	Rate	Amount
App Design and Consulting	May 22, 2013 - June 16, 2013	28	140.00	3,920.00T
	Sales Tax		0.00%	0.00
			Total	\$3,920.00

POSTED