

SCARLETT ENTERPRISES, LLC
5244 LOCKE LANE
VIRGINIA BEACH, VA 23464

CONSENT TO ACTION WITHOUT MEETING OF THE SOLE DIRECTOR

Written consent to action without meeting of the sole director of Scarlett Enterprises, LLC (the "Corporation") dated this 28th Day of February, 2025.

BACKGROUND:

- A. The Corporation is a corporation organized and operating under the laws of the Commonwealth of Virginia.
- B. The director has determined that it is in the best interest of the Corporation to set the signing officers of the Corporation for its various accounts.
- C. The director considers that it is in the best business interest of the Corporation to enter into a certain contract.

IT WAS RESOLVED THAT:

- 1. The following individual is appointed and confirmed as the signing officer for the Corporation for a term of 2 years or until replaced and is authorized to manage bank accounts that have been established for the benefit of the Corporation, sign and endorse checks, drafts, and other orders of payment for those bank accounts, and is authorized to sign bill of lading, and other documents, as needed and reasonable, for the normal conduct of the business of the Corporation.

Kristy Berry

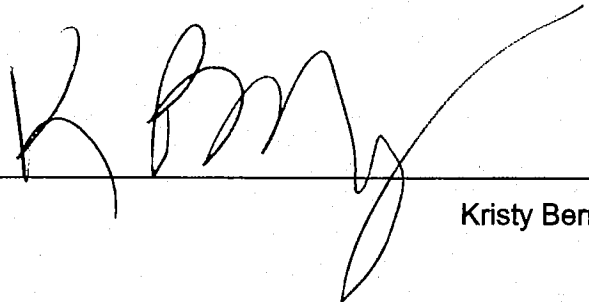
- 2. The officers and directors are authorized to enter into the following contract (the "Contract")

Bid Number 50-00147253 - Two (2) Year Contract to Supply Diapers and Baby Items on an as Needed Basis for The Department of Jefferson Community Action Programs (Jeffcap) Head Start Birth-To-Five Program

Any one officer or director is authorized to execute the Contract on behalf of the Corporation.

3. Any one director or officer of the Corporation is authorized to sign all documents and perform such acts as may be necessary or desirable to give effect to the above resolutions.

Dated in the Commonwealth of Virginia on the 28th day of February, 2025



A handwritten signature in black ink, appearing to read 'Kristy Berry', is written over a horizontal line. The signature is stylized with large, flowing loops.

Kristy Berry



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/28/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Friedman Agency, Inc. 233 Business Park Dr #200 Virginia Beach VA 23462		CONTACT NAME: PHONE (A/C, No, Ext): 757-420-9600 FAX (A/C, No): 757-420-9430 E-MAIL ADDRESS: info@friedman-insurance.com	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A : Selective Way Insurance Co	26301
INSURED Scarlett Enterprises LLC 5244 Locke Ln Virginia Beach VA 23464		INSURER B :	
		INSURER C :	
		INSURER D :	
		INSURER E :	
		INSURER F :	

COVERAGES**CERTIFICATE NUMBER:** 469252565**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> <input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y	Y	S 2490021	12/31/2024	12/31/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N / A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Property			S 2490021	12/31/2024	12/31/2025	Building 1 Premise 1 5,678 Building 1 Premise 2 5,678 Deductible 1,000

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


A Waiver of Transfer of Rights of Recovery Against Others to Us in favor of The Parish of Jefferson, its Districts, Departments, Agencies and Employees under the direction of the Parish President and the Parish Council is present on the General Liability policy.

CERTIFICATE HOLDER**CANCELLATION**

Evidence of Insurance

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



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Non-Public Works Bid

AFFIDAVIT

STATE OF Virginia

~~PARISH~~ ^{city} COUNTY OF Virginia Beach

BEFORE ME, the undersigned authority, personally came and appeared: KRISTY

BERRY, (Affiant) who after being by me duly sworn, deposed and said that he/she is the fully authorized Scarlett Enterprises LLC of Scarlett Enterprises (Entity), PB PRESIDENT the party who submitted a bid in response to Bid Number 20-00147253, to the Parish of Jefferson.

Affiant further said:

Campaign Contribution Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____

Attached hereto is a list of all campaign contributions, including the date and amount of each contribution, made to current or former elected officials of the Parish of Jefferson by Entity, Affiant, and/or officers, directors and owners, including employees, owning 25% or more of the Entity during the two-year period immediately preceding the date of this affidavit or the current term of the elected official, whichever is greater. Further, Entity, Affiant, and/or Entity Owners have not made any contributions to or in support of current or former members of the Jefferson Parish Council or the Jefferson Parish President through or in the name of another person or legal entity, either directly or indirectly.

Choice B X

there are NO campaign contributions made which would require disclosure under Choice A of this section.

Debt Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all debts owed by the affiant to any elected or appointed official of the Parish of Jefferson, and any and all debts owed by any elected or appointed official of the Parish to the Affiant.

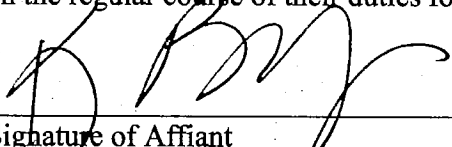
Choice B X There are **NO** debts which would require disclosure under Choice A of this section.

Affiant further said:

That Affiant has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for Affiant; and

[The remainder of this page is intentionally left blank.]

That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for Affiant.

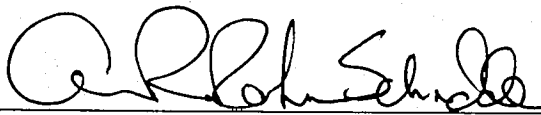


Signature of Affiant
KRISTY BERRY

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 28th DAY OF February, 2025



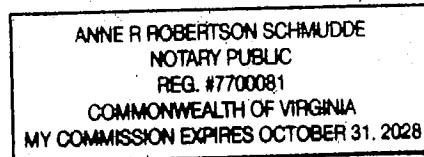
Notary Public

Anne R Robertson SchmuDDE

Printed Name of Notary

7700081

Notary/Bar Roll Number



My commission expires October 31, 2028.

**Insurance Declaration Affidavit
Automotive**

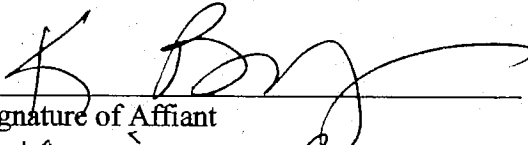
AFFIDAVIT

STATE OF Virginia
~~City~~ PARISH/COUNTY OF Virginia Beach

BEFORE ME, the undersigned authority, personally came and appeared,
KRISTY BERRY, (Affiant) who after being duly sworn, deposed and said that he/she
is the fully authorized President of Scarlett Enterprises LLC (Entity), the
party who submitted a Proposal/Contract/Bid/RFP/SOQ No. SD-00147253, to Jefferson Parish.

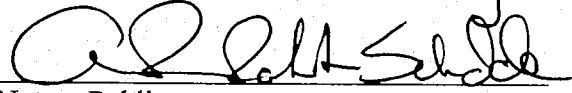
Affiant further said:

- (1) That entity does not own automobiles or use automobiles in the furtherance of the services provided under the contract.
- (2) That if the entity obtains automobiles or begins to use automobiles in the furtherance of the services provided under the contract, affiant will notify Jefferson Parish and obtain the proper coverage.


Signature of Affiant
KRISTY BERRY
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

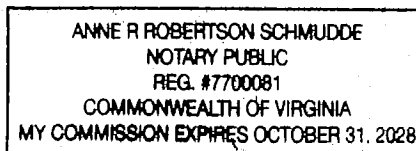
ON THE 28th DAY OF February, 2025


Notary Public

Anne R Robertson Schmuide
Printed Name of Notary

7700081
Notary/Bar Roll Number

My commission expires October 31, 2028



**Insurance Declaration Affidavit
Worker's Compensation**

AFFIDAVIT

STATE OF Virginia

PARISH/COUNTY OF Virginia Beach

BEFORE ME, the undersigned authority, personally came and appeared,
KRISTY BERRY, (Affiant) who after being duly sworn, deposed and said that he/she
is the fully authorized PRESIDENT of SCARLETT ENTERPRISES, LLC (Entity), the
party who submitted a Proposal/Contract/Bid/RFP/SOQ No SD-00147253, to Jefferson Parish.

Affiant further said:

- (1) That affiant has no employees in which Worker's Compensation Insurance is required pursuant to state law.
- (2) That if affiant hires employees such that they would be required under state law to obtain Worker's Compensation Insurance, affiant will notify Jefferson Parish and obtain the proper coverage.

[Signature]
Signature of Affiant

KRISTY BERRY
Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

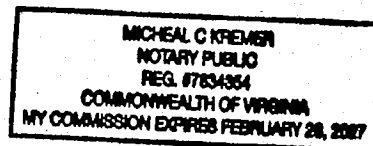
ON THE 3 DAY OF March, 2025.

[Signature]
Notary Public

Michael C Kremer
Printed Name of Notary

7834354
Notary/Bar Roll Number

My commission expires February 28, 2027



APPENDIX A: The ensuing contract for this bid solicitation may be eligible for FEMA reimbursement. As such Appendix A will be applicable accordingly and shall be considered a part of the bid documents. All applicable certifications must be duly completed, signed prior to award. (50-00147253 – Two (2) Year Contract to Supply Diapers and Baby Items on an as Needed Basis for the Department of Jefferson Community Action Programs (JeffCAP) Head Start Birth-to-Five Program)

Debarment/Suspension Form

DEBARMENT/SUSPENSION CERTIFICATION

Debarment:

Federal Executive Order (E.O.) 12549 "Debarment" requires that all contractors receiving individual awards, using federal funds, and all subrecipients certify that the organization and its principals are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency from doing business with the Federal Government. By signing this document you certify that your organization and its principals are not debarred. Failure to comply or attempts to edit this language may disqualify your bid. Information on debarment is available at the following websites: www.eam.gov and <http://acquisition.gov/et/index.html> see section 52.209-6.

Your signature certifies that neither you nor your principal is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

KRISTY BERRY, PRESIDENT

(Name and Title of bidder's official)

SCARLETT ENTERPRISES, LLC

(Name of bidder/company)

5244 LOCKE LANE

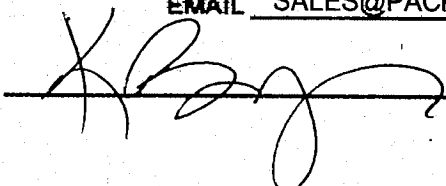
(Address)

VIRGINIA BEACH, VA 23464

(Address)

PHONE 757-619-8196 FAX _____

EMAIL SALES@PACKITSURVIVAL.COM

 Signature 3/4/2025 Date

APPENDIX A: The ensuing contract for this bid solicitation may be eligible for FEMA reimbursement. As such Appendix A will be applicable accordingly and shall be considered a part of the bid documents. All applicable certifications must be duly completed, signed prior to award. (50-00147253 – Two (2) Year Contract to Supply Diapers and Baby Items on an as Needed Basis for the Department of Jefferson Community Action Programs (JeffCAP) Head Start Birth-to-Five Program)

Anti-Lobbying Form

CERTIFICATION OF RESTRICTIONS ON LOBBYING

I, KRISTY BERRY, PRESIDENT, hereby certify on
(name and title of bidder's official)

behalf of SCARLETT ENTERPRISES, LLC that
(name of bidder)

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit standard Form-LIL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontracts, sub grants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

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

Executed this 4TH day of MARCH, 2025,

By [Signature]
(signature of authorized official)

PRESIDENT
(title of authorized official)