



# CITY OF ORLANDO

*Economic Development Department*

## SMALL BUSINESS FAÇADE PROGRAM

### APPLICATION CHECKLIST

All items on the checklist are required to submit your application. Incomplete applications cannot be accepted.

**SIX (6) COMPLETE SETS OF THE APPLICATION AND RELATED DOCUMENTS ARE REQUIRED FOR SUBMITTAL**

- Original Application** (Including Project Description and Application Signature pages)
- Color photographs of all building walls that can be seen from the street** (Photos must be 8"x10" or larger, must show the entire building façade in each photo, and must clearly indicate existing façade details.)
- Owner's Affidavit** (Must be completed, signed, and notarized)
- Certificate of Appropriateness issued by the Historic Preservation Board (HPB), Certificate of Appearance Review issued by the Appearance Review Board (ARB) or Board of Zoning Adjustment approval** (If applicable)
- Project Plans and Architectural Renderings** (11"x17" or larger to adequately depict the project)
- Three (3) Contractor's Bids/Estimates** (For all work proposed)
- Specification Sheets and/or Material Samples** (Pre-fabricated elements, signage, fixtures, materials, etc.)
- List of Vendors and Contractors Potentially Associated with the Façade Improvements**
- N/A** Lease Agreement (If Tenant is Applicant)
- Copy of Business Tax Receipt** (For current year)

THIS APPLICATION MUST BE SUBMITTED TO THE ECONOMIC DEVELOPMENT DEPARTMENT PRIOR TO THE COMMENCEMENT OF ANY WORK SOUGHT TO BE REIMBURSED UNDER THE PROGRAM



# CITY OF ORLANDO

*Economic Development Department*

## SMALL BUSINESS FACADE PROGRAM APPLICATION

### Subject Property Information:

Project Address: **1013 E Colonial Drive (Cameo Theater)**

Parcel ID Number(s): **24-22-29-6492-05-211**

City Zoning: **AC-1/T**

City Commission District: **District 3 - Robert F. Stuart**

### APPLICANT:

Name: **Jorge Boone**

Business Name (as filed with State of FL) **1013 Colonial Ventures, LLC**

Business Mailing Address: **635 E Amelia Street, Orlando, FL 32803**

Phone number: **407-232-1580** Fax Number: \_\_\_\_\_

Email: **jorge.boone@gmail.com**

### Property Owner (if different than Applicant):

Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Email: \_\_\_\_\_

City of Orlando Economic Development Department ◊ 400 South Orange Avenue, 6<sup>th</sup> Floor  
Orlando, FL 32801 ◊ (407) 246-2821  
[www.cityoforlando.net/economic](http://www.cityoforlando.net/economic)

**THIS APPLICATION MUST BE SUBMITTED TO THE ECONOMIC DEVELOPMENT DEPARTMENT PRIOR TO THE COMMENCEMENT OF ANY WORK SOUGHT TO BE REIMBURSED UNDER THE PROGRAM**

PROJECT DESCRIPTION

**Restoration and improvement of the historic Cameo Theater facade:**

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**Reconstruction and installation of historic CAMEO sign at top of parapet.**

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**Associated structural and electrical work for sign.**

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**Historic photography sets precedence for reconstruction of sign.**

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**Design and construction services for above-mentioned scope of work.**

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Total Project Cost:	\$ <u>See attached cost breakdown</u>
Applicant's Funding	\$ <u>50% TOTAL COST</u>
Total Program Funding Requested	\$ <u>15,793.50</u>

Have you received any funding assistance from the City of Orlando to date? **Not for 1013 E Colonial Dr. or 1013 Colonial Ventures, LLC**

If yes, please provide descriptions and amounts received: \_\_\_\_\_

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## APPLICATION SIGNATURE

The Applicant, Jorge Boone / 1013 Global Center assures that the information submitted as part of this application package, as well as any subsequent information submitted for review by City of Orlando Economic Development Staff, the Façade Grant Review Committee, the Orlando City Council is true and correct, and that all information and documentation submitted, including this application and attachments, is deemed public record under the Florida Public Records Law, Chapter 119 of the Florida Statutes. Falsification or omission of information will result in rejection of the application. In addition, you may be subject to prosecution under Orlando City Code Section 43.16, False Information. The Economic Development Department maintains the right to request any additional information needed to process this Application.

If the Applicant is awarded funding from the Small Business Façade Program, the Applicant agrees that it will enter into a Funding Agreement with the City of Orlando with terms relating to, among other things, the City's right to receive re-payment of program funds, the City's right to review and audit any and all records related to the Agreement, and the City's payment of program funds only upon completion of the project as approved. In case of a default in terms of the Agreement, the Applicant may be responsible for repayment of distributed funds.

*By signing below, the Applicant authorizes the City of Orlando to request criminal background checks from local, state, and federal agencies. Please note that a criminal background check is conducted on every applicant and that review of this application is contingent upon satisfactory completion of a criminal background check.*

*By signing below, the Applicant/Property Owner acknowledges that they have read and agree to the Small Business Façade Program policies, procedures, and conditions.*

Applicant Signature: \_\_\_\_\_ Date: 3/17/14

Property Owner Signature: \_\_\_\_\_ Date: 3/17/14

**EXHIBIT B - OWNER'S AFFIDAVIT OF CONSENT**

STATE OF FLORIDA  
COUNTY OF ORANGE

Before me, the undersigned authority, this day personally appeared

Who, duly sworn, upon oath, deposes and says:

1. That he is the duly authorized representative of owner requesting approval of façade grant for the property described below.
2. That all owners that he represents have given their full and complete permission for him to act in their behalf for the above stated request.
3. That the following description set forth in this document is made a part of this affidavit and contains the current names, mailing addresses and legal descriptions for the real property, of which he is the owner or representative.
4. That I acknowledge the applicant's request for funding to make alterations to the property and understand that recommendations may be made by the City's Appearance Review Board, Board of Zoning Adjustment and, when appropriate, Historic Preservation Board, in connection with this funding request. I, therefore, give my consent to the project described in this application.

Further Affiant saith not.

Signature

(1013 Colonial Ventures) JORGE BOONE

PROPERTY DESCRIPTION

1013 E Colonial

PROPERTY ADDRESS

1013 E Colonial  
Orlando FL 32803

Sworn to and Subscribed before me

Jorge Martins Boone

this

17th

day of

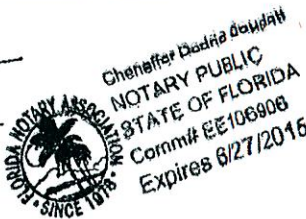
March

2014

Notary Public, State of Florida at Orlando

My Commission Expires:

6.27.15





PROCESS ARCHITECTURE

PROCESS ARCHITECTURE, LLC  
P.O Box 4576  
Orlando, FL 32802-4576  
407 924 8884  
AA26001447

**City of Orlando**  
400 S. Orange Avenue  
Orlando, FL 32801

March 18, 2013

### COST BREAKDOWN OF SERVICES

Fabrication & installation of historic CAMEO icon	See attached estimates
Aranacci Limited (structure & electrical by Tom Easton Construction)	\$10,365.00
Stellar Signs	\$15,735.36
Thomas Easton Construction	\$16,897.87
Architectural services for design, permitting & construction, initiation and application of façade improvement grant	\$3,500

Stellar Sign and Design is a local Orlando fabricator with excellent service and we are recommending them for this project.



PROCESS ARCHITECTURE

PROCESS ARCHITECTURE, LLC  
P.O Box 4576  
Orlando, FL 32802-4576  
407 924 8884  
AA26001447

**Jorge Boone**

635 E Amelia Street  
Orlando, FL 32803

February 6, 2013 (Revised February 8, 2013)

Re: Proposal for Façade Improvement – Cameo Theater Building 1013 E Colonial Drive

Good Morning, Jorge:

We are pleased to submit to you our proposal for façade improvement.

**1. SCOPE**

It is our understanding that you wish to make improvements to the façade and entrance of the former Cameo Theater Building at 1013 E Colonial Drive. Funding for this project will be provided partially through the City of Orlando Façade Improvement program with a grant application to be submitted as part of the project scope. The scope of work for this project includes the building façade fronting Colonial Drive and associated exterior spaces.

**2. DELIVERABLES**

The scope of the project includes the production of demolition and new construction plans. We will submit the drawings to the City of Orlando to apply for the building permit. Any revisions to the drawings required by the building department are included within this contract.

Submittal of a façade improvement grant application which includes computer generated imagery of the proposed design is included within this contract.

All meetings for the façade grant, design effort, contractor coordination and accompanied visits to vendors are included within this contract.

This proposal specifically excludes Structural Engineering, Mechanical Engineering, Florida Energy Forms, Electrical Engineering, Plumbing Engineering, Fire Protection, Site lighting, Survey, Storm-water Management plans, Landscaping/Irrigation Design and any design of items beyond 5' of the building footprint with the exception of the before-mentioned exterior spaces. Should any of these services be required, we will provide advance notice and coordination with the consultant(s). We anticipate that any costs associated with these disciplines to be minimal. Where possible, sub-contractors will be asked to produce their own documentation.

We will assist the Client in selecting other consultants, as required in order to obtain the best value for these services. The Client will have the opportunity to review consultants' proposals as they are obtained. Coordination with other consultants is included within this proposal.

### 3. FEE & TERMS OF PAYMENT

We propose to provide the services noted above for the flat-fee of \$3,500 (Three-Thousand-Five-Hundred-Dollars).

This fee is based on a preliminary conceptual construction budget of approximately \$35,000. Should the final construction budget and scope of work exceed this number by more than 15% our total fee will be adjusted to reflect the additional scope.

A retainer in the amount of \$1,000.00 (One-Thousand-Dollars) shall be required in order to start the work. Payment may be submitted at the time of acceptance of the final agreement. Should the project be cancelled or terminated for any reason the retainer is not refundable.

Progress payments shall be made based on the following schedule:

Façade Grant Application	\$	600
Concept Design	\$	1,250
Construction Documents	\$	1,250
Construction Observation	\$	400
Total Basic Compensation	\$	3,500

In the event that Façade Grant funding is not available for this project, the Client has the option of terminating our services or proceeding with the project with traditional funding methods. Should the Client decide to terminate our services, fees rendered through the Concept Design phase will be charged to the Client.

### 4. REIMBURSABLE EXPENSES

Standard reimbursable expenses, such as printing will be invoiced at cost. No additional reimbursable expenses are anticipated.

### 5. SCHEDULE

Upon acceptance of this proposal a schedule for deliverables will be developed. We will work with you to set up a work plan that is convenient for you. Services will commence upon signing of this agreement authorizing us to start the work and receipt of the \$1,000.00 retainer.

We appreciate the opportunity to submit this proposal to you, Jorge and look forward to working with you. If you have any questions or comments, or require additional information, please feel free to contact me.

Respectfully,



Wes Featherston, AIA  
Partner





**Stellar Sign & Design Quotation & Purchase Contract**

331 Oleander Way #1001  
 Casselberry, FL 32707  
 Website: www.projecxgroup.com  
 Phone: 407-660-3174  
 Email: info@projecxgroup.com

Sales Rep	Job #	Date
Kenneth Soday	1662	2014-02-28

Bill To:	Job Location:
Process Architecture 1013 E. Colonial Dr Second Floor Orlando, FL	1013 E. Colonial Dr. Orlando, FL

**Job Details:**

Quantity	Description	Unit Cost	Cost
1	Provide and install: Themed roof top sign with open faced channel letters and structural frame. Letters to be 36.625" x 200" open faced with double stroke Clear Red neon. Structure to be 2" x 2" aluminum square tube with 2" x 2" aluminum angle stringers. "Est. 1940" to be non illuminated 2" deep fabricated letters. Power supply to be located below parapet height. All will be themed to appear old and rusted.	\$11,582.50	\$11,582.50

**Contract Notes:** \*Electrical power installation \$2,800, not included

Proposal does not include actual permit fees and will be billed at cost. permit acquisition does not include any cost for variance submittals and presentation.

THIS AGREEMENT IS ACCEPTED AND APPROVED BY:

<b>Process Architecture</b>	<b>Stellar Sign &amp; Design</b>
By: _____	By: _____
Name: _____	Name: _____
Date: _____	Date: _____

Contract Totals:	
Sub Total	\$11,582.50
Permit Acquisition And Engineering	\$600.00
Total Tax	\$752.86
<b>Total Contract</b>	<b>\$12,935.36</b>
Deposit Balance	\$6,467.68
<b>Final Balance</b>	<b>\$6,467.68</b>

Please make all checks payable to: Stellar Sign & Design  
 This proposal may be withdrawn if not accepted within 30 days. By signing, Customer accepts Stellar's proposal for the job and agrees to all of the terms of the purchase contract.

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications below involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays are beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Worker's Compensation insurance.

- (1) All signage shall remain the property of Stellar Sign & Design until paid in full. The Client/Buyer agrees to pay all costs in the event of default of payment by the Client/Buyer, including a reasonable attorney's fee.
- (2) The Client/Buyer hereby grants Stellar Sign & Design the right of entry into and on the property of the Client/Buyer for the purpose of retaking possession of the signage in the event of default.
- (3) Any payments not timely received by Stellar Sign & Design shall bear interest from the due date at the rate of 18% per annum until paid in full.

# Proposal

License # 93021805



**Start With Trust**  
**bbb.org**

Check us out with your BBB

## TOM EASTON

300 Buttonwood Dr.  
Lake Mary Fl, 32746  
Phone: 407-221-1030  
Fax: (407)-328-8489

PROPOSAL SUBMITTED TO <i>Jorge Boone</i>	PHONE <i>407-232-1580</i>	DATE <i>10/30/31</i>
STREET <i>Amelia Ave</i>	JOB NAME <i>Cameo Theater Sign</i>	
CITY, STATE AND ZIP CODE <i>Orlando FL.</i>	JOB LOCATION	

We hereby submit specifications and estimates for:

Provide and install one set channel letters on raceway per drawing. Letters to be illuminated with 'Puck' style LEDs, warm white in color (same as old incandescent lamps), 1 1/4" bezel around light, waterproof and dimmable. Letters to have false back to conceal wiring and structural mounting. Interior and exterior to be painted a base color of white and faux finished to look old and rusted. finish samples to be provided for approval. Steel support structure included. Electrical power installation \$3,000.00 (in addition to quote).

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of: \_\_\_\_\_ dollars (\$ 16,897.87 )

Payment to be made as follows:

upon agreement

"In the event that any action is brought to enforce or interpret the provisions of this Proposal/Agreement, the prevailing party will be entitled to reasonable attorneys' fees and court costs in addition to any other relief to which that party may be entitled".

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. Any supply cost increases will increase cost of doing job.

Authorized Signature

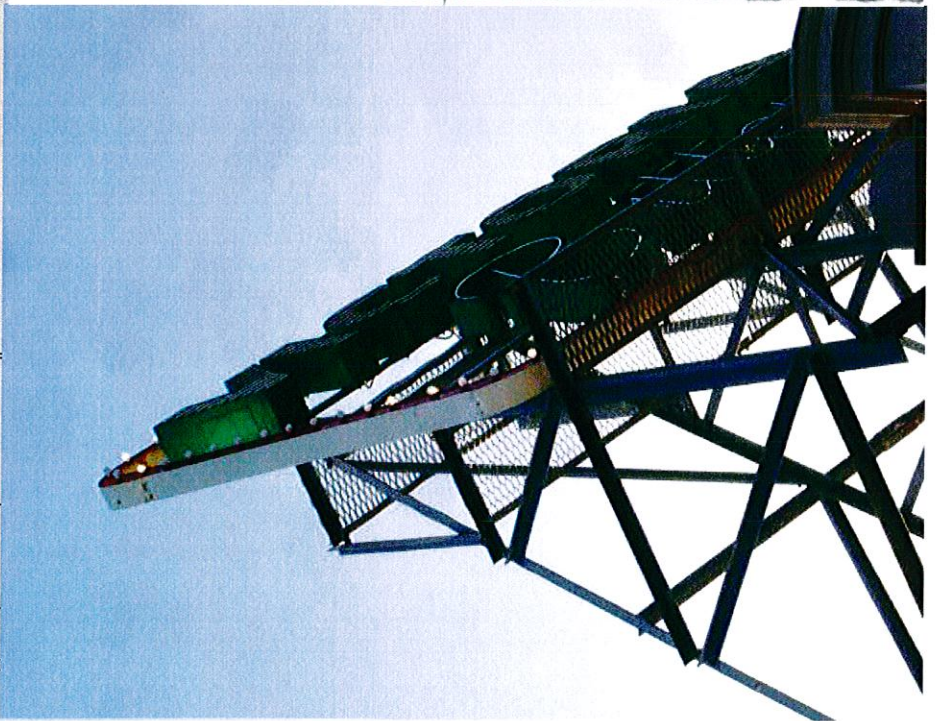
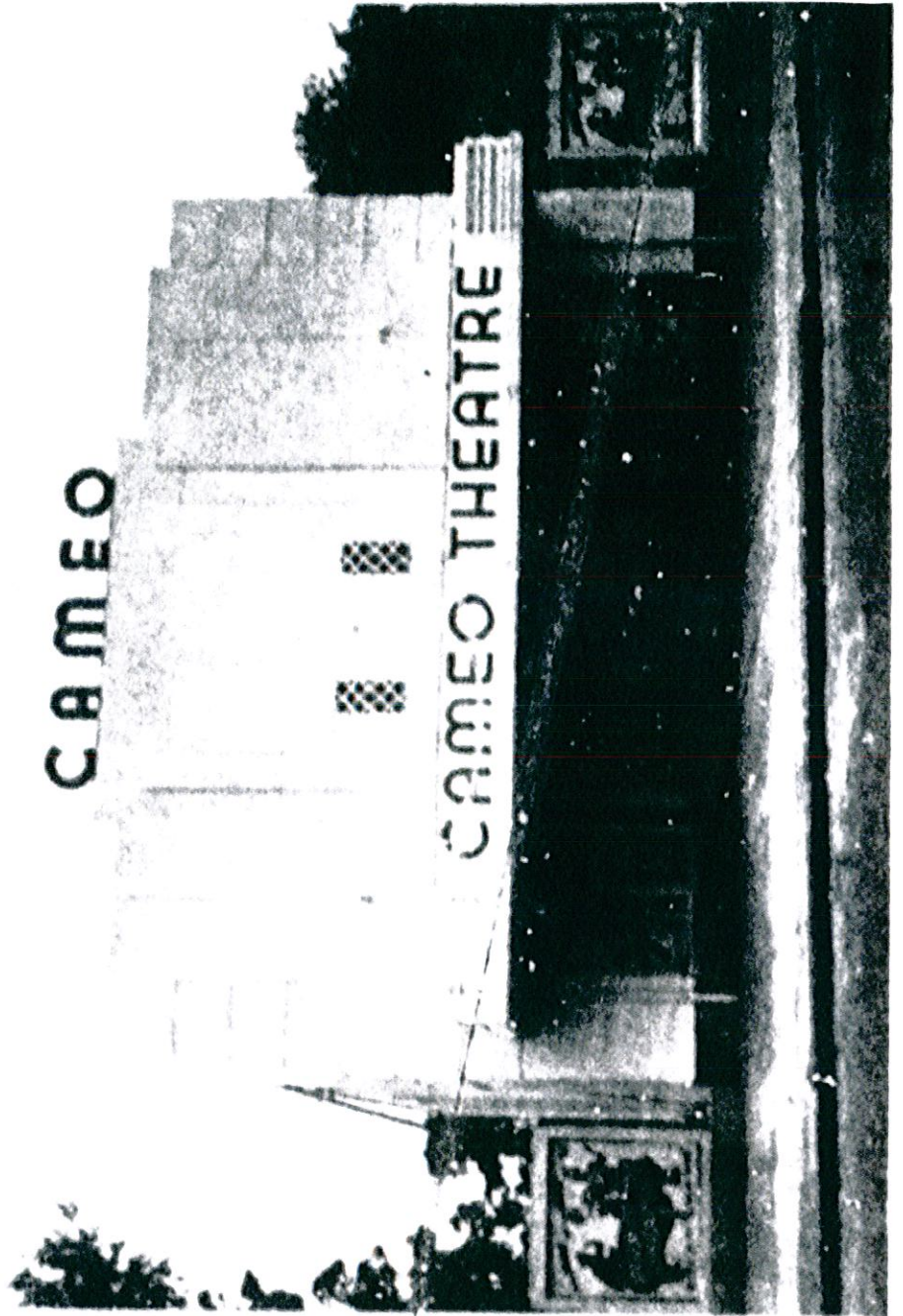
Note: This proposal may be withdrawn by us if not accepted within 30 days.

**Acceptance of Proposal** - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

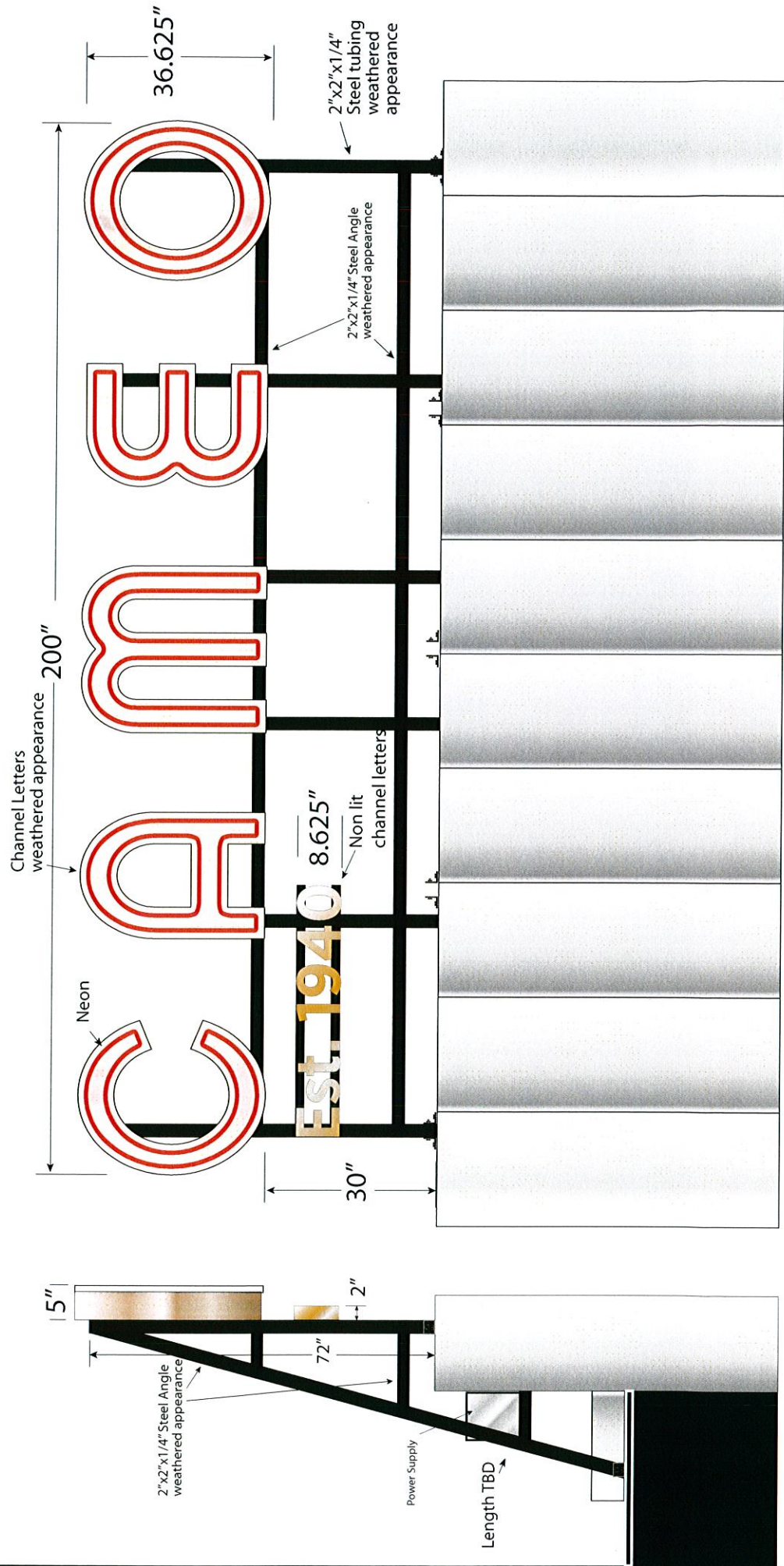
Signature: \_\_\_\_\_  
Signature: \_\_\_\_\_

C A M E O

Est. 1940



SIDE VIEW



SPECIFICATIONS

- 28.625" Channel Letters with neon tubing, clear acrylic faces
- 2"x2" Steel Tubing and 2"x2" Steel Angle Framework
- Power supplies mounted to wall under framework
- Rust faux finish on letters and frame

PROJECT COLORS

Substrate	Digital Print Media	Vinyl	Paint
S1	M1	V1	P1
S2	M2	V2	P2
S3	M3	V3	P3

DISCLAIMER: Renderings are for graphic purposes only and not intended for construction dimensions. For windload requirements, actual dimensions and mounting detail, please refer to engineering specifications and install drawings (if applicable).

These drawings and designs are the exclusive property of Stellar Sign and Design, Inc. Use or duplication in any manner including but not limited to electronic transfer without express written permission of Stellar Sign and Design, Inc. is prohibited.

Customer: Cameo Theater

Project No. 1662

Date: 1/6/2014

Location: Designer: Robb Prah

County: Total Sq. Ft.

Revisions:

Customer Approval: NOTE Unless specified by customer, all-depth of embossing will be determined by Stellar Sign and Design, Inc., or existing customer specifications on file. Colors and graphics on file will be used unless otherwise specified by customer.

Please read carefully, check appropriate box and fax back to Stellar Sign and Design, Inc.

Design OK As is

Revision Required

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

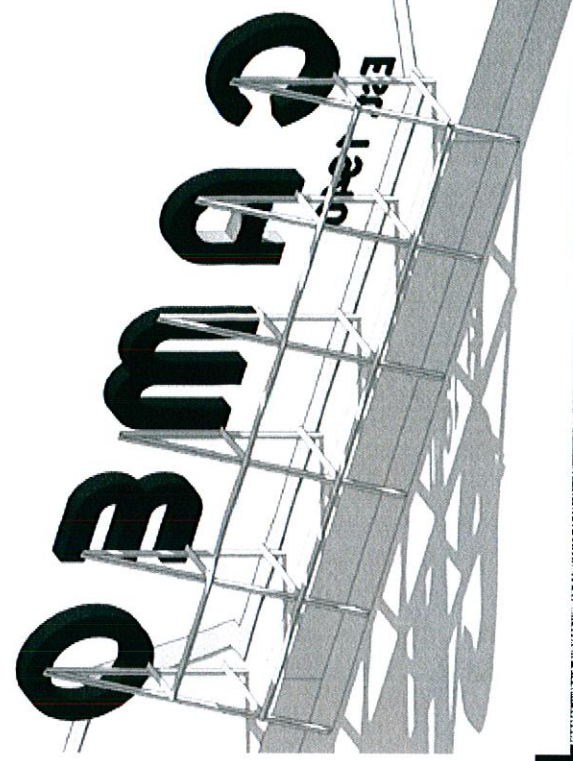
**STELLAR**  
SIGN & DESIGN  
331 Oleander Way, Suite 1001  
Casselberry, FL 32707  
p.407.660.3174 f.321.249.0269



**CAMEO**  
Est. 1940



VISUAL ONLY  
DOESN'T DEPICT ACTUAL FABRICATION



**STELLAR**  
SIGN & DESIGN  
331 Oleander Way, Suite 1001  
Casselberry, FL 32707  
p. 407.660.3174 f. 321.249.0259

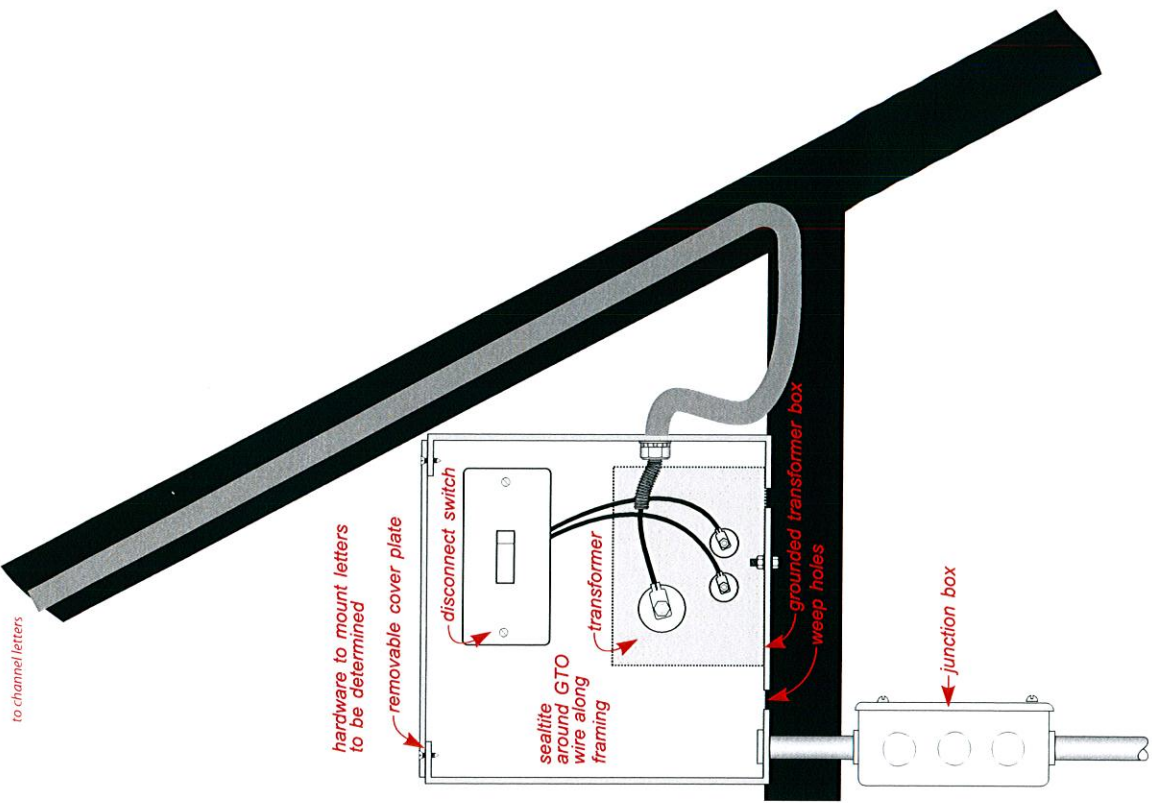
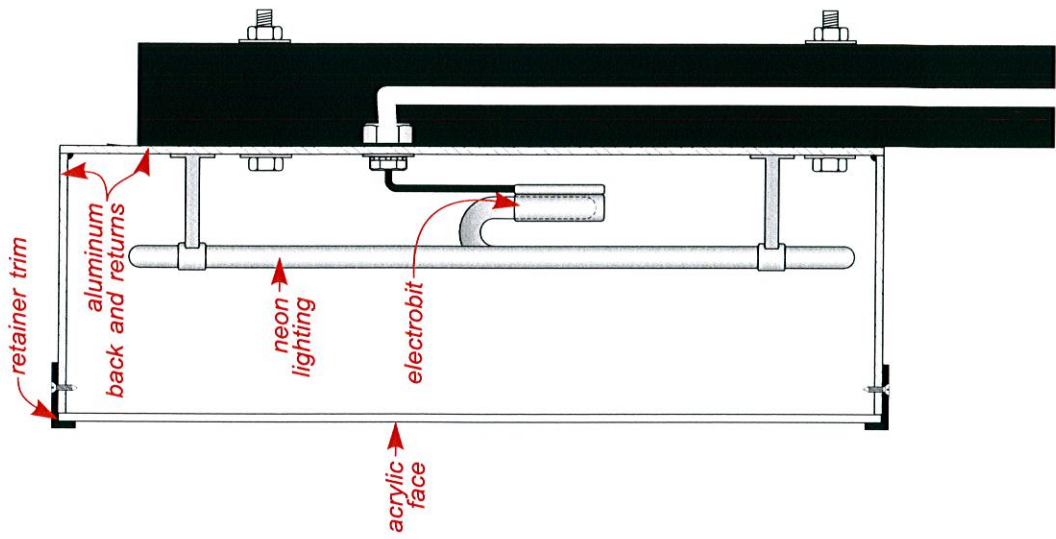
Customer: Cameo Theater  
Project No. 1662  
Date: 1/6/2014  
Designer: Robb Praeli  
Location:

Description:  
County:  
Total Sq. Ft.

Revisions:  
SIGNATURE  
DATE

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 Revision Required

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**ILLUMINATED CHANNEL LETTER  
 REMOTE TRANSFORMERS  
 INSULATING BOOTS AND SLEEVE**

Not to Scale

DISCLAIMER: Renderings are for graphic purposes only and not intended for construction dimensions. For windload requirements, actual dimensions and mounting details, please refer to engineering specifications and install drawings (if applicable).

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Customer: Cameo Theater

Project No. 1662

Date: 1/6/2014

Location:

Designer: Robb Prah

Scale:

Revisions:

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Design OK As is

Revision Required

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

County: \_\_\_\_\_

Total Sq. Ft. \_\_\_\_\_

**STELLAR**  
 SIGN & DESIGN  
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