



3-July-2025

eMailed (3 pp.)

City of Hollywood (City)  
Attn: Ms. Heather Guenot - Senior Project Manager (Design and Construction Management)  
1405 South 28th Avenue  
Hollywood, FL 33022-9045  
Office No. (954) 921-3404  
[HGUENOT@hollywoodfl.org](mailto:HGUENOT@hollywoodfl.org)

Client Reference: RFP-055-23-SK  
Anchoring Limitation Area Signs

Our Reference: RCO No. 230329-250303  
Design / Build Fixed Marine Markers (Anchoring Limitation Area)  
Supplemental Insurance Request for Change Order (2025)

Dear Ms. Guenot,


While City of Hollywood (City) Solicitation Section No. 3.17 Insurance Requirements clearly state Commercial General Liability Insurance coverage of \$2,000,000 per occurrence, Live Flyer, Inc. (Contractor), who exclusively and routinely performs; State, County and City public marine construction work in Florida, does not possess and has never needed such additional coverage, the Contractor failed to include the City's supplemental insurance cost in it's offer.

Please forgive our unintentional omission of the City's insurance specification and thank you for even considering compensation for the oversight. As a very-small, emerging, women-owned, disabled veteran operated marine contracting specialty firm, our proven past-performance and propensity to consistently provide cost effective and high-level design / build services enables Live Flyer, Inc. to deliver; timely, safe, high-quality work at far lower cost than larger companies.

Therefore, please consider the merit of executing a suitable supplemental agreement, with which we would promptly procure the City's desired Commercial General Liability Insurance coverage level of \$2,000,000 for the duration of the project above, as per the attached Request for Change Order No. 230329-250303, it's supporting documentation and in the lump sum amount of \$8,800.00 (Eight Thousand, Eight Hundred United States Dollars and No Cents).

Sincerely,

John Ward - President  
SCC131152095  
CM26170

<b>TIME &amp; MATERIAL SHEET</b>		 <b>Live Flyer Inc.</b> Marine Construction & Environmental Stewardship		
REQUEST FOR PROPOSAL BY:	Live Flyer, Inc. (LFI)			
PROJECT DESCRIPTION:	Anchoring Limitation Area Signs			
CLIENT'S PROJECT No.	RFP-055-23-SK			
WORK DESCRIPTION:	<b>RCO No. 250303 - Supplemental Liability Insurance</b>			
ACTIVITY No. & DESCRIPTION	Contractor's Existing Municipal Coverage Inadequate to City Requirement			
LFI Project / Reference No.	230329		Date:	12-June-2025
BURDENED LABOR:	DAYS	HOURS	RATE/HOUR	COST
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL				\$ -
MARK-UP (17.5%)				\$ -
TOTAL LABOR WITH MARK-UP				\$ -
EQUIPMENT	DAYS	HOURS	RATE/HOUR	COST
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL				\$ -
MARK-UP (17.5%)				\$ -
TOTAL EQUIPMENT WITH MARK-UP				\$ -
MATERIALS	QUANTITY	UoM	UNIT PRICE	COST
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL				\$ -
MARK-UP (17.5%)	UNIT PRICE INCLUDES FLORIDA SALES TAX			\$ -
TOTAL MATERIALS WITH MARK-UP				\$ -
SUBCONTRACT / OTHER	QUANTITY	UoM	UNIT PRICE	COST
Supplemental Insurance (2025)	1.00	LS	8,000.00	\$ 8,000.00
				\$ -
				\$ -
				\$ -
				\$ -
TOTAL				\$ 8,000.00
MARK-UP (10%)				\$ 800.00
TOTAL SUBCONTRACT WITH MARK-UP				\$ 8,800.00
SUBTOTAL (LABOR, EQUIPMENT, MATERIALS, SUBCONTRACT)				\$ 8,800.00
SUBTOTAL PRICE				\$ 8,800.00
<b>TOTAL PRICE (US Dollars)</b>				<b>\$ 8,800.00</b>

While Solicitation Section No. 3.17 Insurance Requirements clearly states Commercial General Liability Insurance coverage of \$2,000,000 per occurrence, the Contractor, who routinely performs State, County and City public marine construction work in Florida does not currently possess the desired coverage.

## Kelly White & Associates Insurance, LLC

1622 Hickman Road  
Jacksonville, FL 32216  
Telephone (904) 880-8881

Live Flyer, Inc.  
Po Box 2399  
Crestview, FL 32536

**Invoice 9426**

12/19/2024

POLICY NUMBER	COMPANY	EFFECTIVE DATE	EXPIRATION DATE	PAYMENT DUE DATE
OLM2510712	Mitsui Sumitomo Insurance Company of America	12/21/2024	12/21/2025	12/21/2024
PROPERTY AND COVERAGE DESCRIPTION			CHARGE	CREDIT
Bumbershoot (\$2-million Liability Coverage)			\$8,000.00	
Insured Authorized ACH				\$8,000.00
			PAY THIS AMOUNT	CREDIT DUE YOU
			\$0.00	

We now have ACH available! To request electronic payment of your invoice, simply fill out our ACH form. Thank you!