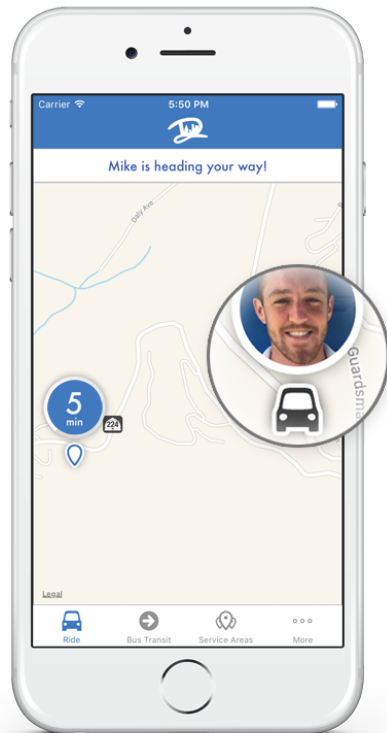




Downtowner

Connecting your city



City of Hollywood
Transportation Circulator Services
Solicitation RFP 4579 18 PB
Closing Date: 4/23/2018

Downtowner Contact Person
Travis Gleason, Co-Founder
561-929-1471, travis@ridedowntowner.com
Original

Table of Contents

Letter of Transmittal	2
Understanding and Commitment of the Work	2
Authorized Representatives	2
Profile of Proposer	3
National, regional or local	3
Office Location	3
Firm Description	3
Litigation	4
Evaluation Factors	5
Vendor Relevant Work Experience	5
Vendor Methodology	9
Project Approach	9
Potential Timeline	10
Key Personnel	11
Recruiting and Maintaining Drivers	11
Additional Vehicles	11
Technology	12
Vendor Capabilities	13
ADA Compliance	17
Greening Initiatives	18
Drivers Qualifications	18
Maintenance/Recovery Plan	21
Risk Mitigation Plan	21
Fee Statement	26
Downtown Hollywood + US 1 Corridor	26
Hollywood Beach	28
Hollywood Beach - Technology Only	29
Discounts	29
Additional Hours	29
Attachments	30
Exhibit A - Drug and Alcohol Policy	30

Letter of Transmittal

Understanding and Commitment of the Work

It is Downtowner's understanding that the City of Hollywood is looking for ways to increase mobility along the Federal Highway corridors, in the downtown core and to and from local parking garages, as well as provide better connection to other public transit options.

Downtowner is bringing usability back to public transit. We're working with cities and transit agencies around the nation to re-imagine public transit. Our demand driven service replaces underutilized routes and bridges gaps in current services, optimizing public transit networks. We are exciting to work with the City of Hollywood to optimize its existing transit, and introduce new innovative options that complement and expand on those systems already in place.

Authorized Representatives

Stephen Murray, Co-Founder
210 NE 4th Ave, Delray Beach FL 33483
561-386-4073
stephen@ridedowntowner.com

Travis Gleason, Co-Founder
123 Ridge Road, Basalt CO 81621
561-929-1471
travis@ridedowntowner.com

Profile of Proposer

National, regional or local

Downtowner has operations nationwide and is headquartered in Delray Beach, FL.

Office Location

210 NE 4th Ave, Delray Beach FL 33483

Firm Description

Downtowner uses predictive routing and demand analytics to deploy smarter transit. We bridge gaps in existing transit lines, increase downtown livability and ease traffic and parking congestion. Our app-driven services operate with much more efficiency and usability than the typical downtown trolleys or routed circulators. Our carpool technology and nimble, demand responsive fleets allow us to handle the fast paced needs of today's public transit user.

We've been providing on-demand ride services in high volume, fast paced settings since our company launched in early 2012. We currently have operations in 4 cities across the nation, and move over 46,000 passengers every month by way of our mobile app technology. All Downtowner technology is developed, and monitored, in house. We have a 100% contract renewal rate with our clients, some of which include the Transportation Department in Aspen, CO and FDOT in Tampa, FL. In fact, the City of Aspen recently awarded us a second contract extending up to 5 years to provide in town, app based, on demand transportation to compliment their fixed routes. Our average rating from riders across all operations is 4.9 out of 5. Our focus and passion for smarter transportation pushes us to continuously evolve our systems and data tools every day.

Our company has a "hands on" approach with location supervisors, as well as company owners, on the ground to make sure quality control is at the highest possible level. Our in house development team provides our location supervisor with the tools they need to seamlessly onboard and manage drivers, view real-time operation oversight tools and access demand analytics. 24/7, our team continues to monitor daily operations, further community outreach and bolster ridership growth.

"Downtowner has been a game-changer for Tampa's downtown. The user experience is great and the app-based, on-demand service has paved the way for a smarter transportation system. Kudos!" - Vik Bhide, Tampa's Chief Traffic Engineer

"It is very exciting to see the contract with the Downtowner service get extended in the city of Aspen. I support any microtransit system in Aspen that helps cut down on the congestion,

because there's fewer cars coming into town looking for a parking space. The service is also one of the things we have done in Aspen that has received near unanimous support from the local business community. I look forward to even stronger ridership and fewer vehicles needing to park in town." -Mitch Osur, Director of Parking and Downtown Services for the City of Aspen.

Litigation

No.

Evaluation Factors

Vendor Relevant Work Experience

Project 1

Project Client: Tampa Downtown Partnership

Other Funding Partners: FDOT, City of Tampa

Location: Tampa, FL

Duration: August 26, 2016 - August 25 2018 (further extension possible)

Total Contract Value (includes capital costs): \$2,051,000

Vehicles on the road: up to 6

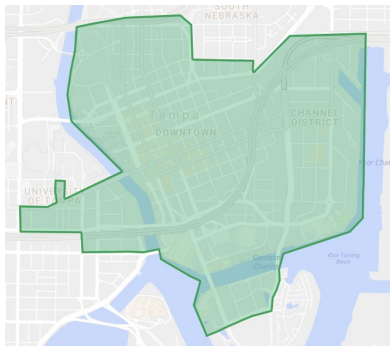


Downtowner in Tampa

- Shared, on demand rides
- Hailed via mobile app available on Android and iPhone
- 100% electric vehicles
- Free to the user as part of Downtown Tampa's public transit options
- Employee drivers, onsite management, vehicles and technology all provided by Downtowner
- Service available 6am - 11pm weekdays, 11am - 11pm weekends

Service Area

- Includes Special Service District, Downtown CRA and Channel District (1.4 sq miles)



Goals & Results

Increase downtown mobility

- 15,116 - average monthly ridership during first 17 months of program

Increase commuter mobility options

- 22% of weekday ridership is going to and from major office buildings

First/Last mile connection to mass transit

- Marion Transit Center ranks #2 in most used drop-off location

Lower single occupancy vehicle traffic

- 21% of rides are shared

Increase usability of remote parking

- 10% of ridership is going to and from remote parking

In Tampa, FL we were selected to provide a downtown mobility solution catering to residents, visitors and commuters. The efforts were to provide the downtown area with better mobility and ease parking congestion. Our monthly ridership has grown to over 16,000 monthly passengers, many of whom are daily commuters. Our average passengers per ride is 1.5 leaving plenty of opportunities for our tech to group riders heading in the same direction. Grouping nearby riders allows us to provide lower wait times and increase ridership with limited vehicle resources. The Florida Department of Transportation is one of our funding partners and has repeatedly stated our service has provided “the best return on investment of any program in a long time.” We’re providing circulation to the downtown core in a more cost effective and usable fashion than other fixed route options within the same area. Our contract has been renewed for the maximum length of time allowable.

Project 2

Project Client: City of Aspen

Location: Aspen, CO

Contract 1: June 17, 2016 - April 30, 2018

Total Contract Value (includes capital costs): \$651,112

Fleet size: up to 2

Contract 2: May 1, 2018 - April 30, 2019 (option to extend four additional years)

Total Contract Value (includes capital costs): \$540,540

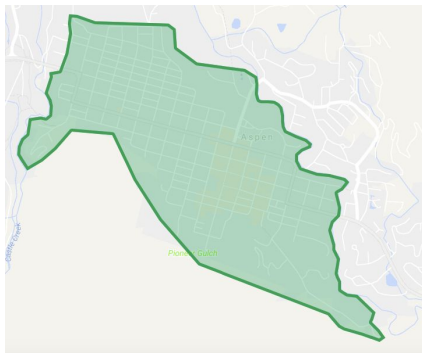
Fleet size: up to 3

Downtowner in Aspen

- Shared, on demand rides
- Hailed via mobile app available on Android and iPhone
- 100% electric vehicles
- Free to the user as part of City of Aspen's public transit options
- Employee drivers, onsite management, vehicles and technology all provided by Downtowner
- Service available 8am - 11pm winter season, 11am - 11pm summer and off seasons

Service Area

- Includes downtown core and surrounding neighborhoods (0.79 sq miles)



Goals & Results

Increase mobility

- Monthly ridership grew to nearly 9,000 passengers this past winter season, up 40% year over year
- *"Keep up the good work. I use it often when my elderly mother is visiting."*

Survey Feedback on 10/11/2017 4:58 PM

- *“My family and I really enjoyed this service and it made exploring the town and going to restaurants far from our hotel much easier. I hope this service can continue in the future!”*

Survey Feedback on 6/19/2017

Reduce Personal Car Use

- In a survey this past October, we asked 465 riders the following question: *“Have you ever used Downtowner instead of your personal vehicle?”* **91.4% said yes.**
- *“We spend every summer and winter in Aspen. Usually my wife and I bring both our cars to Aspen every year but this year we decided to leave them back home!! We never have to drive anymore while visiting Aspen. We just leave that to the Downtowner.”*

Survey Feedback on 6/19/2017

Ease Parking and Traffic

- Parking occupancy in the downtown core decreased by 12.5% over the first 3 months of program launching
- *“Friendly drivers. Always quick, Happy to not drive around and around trying to find a parking spot.”*

Survey Feedback on 10/11/2017 4:45 PM

First/Last mile Connection to Mass Transit

- Rubey Park Transit Center consistently ranks as one of our top 5 used locations
- *“Love The Downtowner!! We recently moved down valley. I love the bus and when I reach the roundabout I text for The Downtowner to complete my trip!!”*

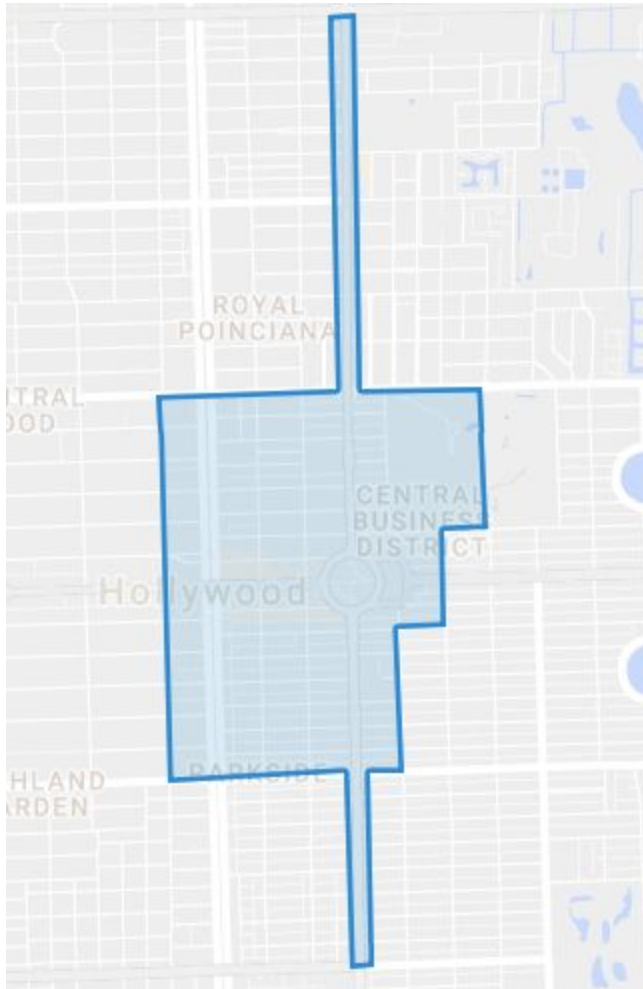
Survey Feedback on 10/11/2017 6:51 PM

In Aspen, CO our company was contracted as part of a parking and transportation initiative to get nearby residents and visitors out of their cars. This effort was to increase the use of shared rides, free up valuable downtown parking, decrease traffic caused by people looking for parking and decrease carbon emissions. Our program was deployed alongside a parking rate increase and after our first three months of service, an independent study concluded that parking occupancy in the downtown core decreased by 12.5% and parking revenues in the downtown core rose by 26%. Providing our service allowed for a positive incentive to not drive personal cars into the core, while the increased rates provided the negative incentive. Our program is now under the Transportation Department and is performing better than many of the in-town fixed routes in terms of cost per passenger.

Vendor Methodology

Project Approach

Downtown Hollywood and US 1 Corridor



Riders will use the Downtowner App to request free rides to and from any two points within the service area shown above. After requesting, a Downtowner vehicle will arrive and transport the rider to their destination. Our carpool technology will group nearby riders heading in the same direction and optimize which drivers should pick up which riders and in what order. This will provide circulation within the service area, allowing riders to easily move between parking garages, office buildings, the downtown core and business and hotels along the US 1 corridor. It will also provide a connection to the existing fixed route services such as the trolley system, Tri-rail connection and other public buses. Downtowner will create 'Quick Picks' for riders to easily select parking garages and transit stations as pickup or dropoff points, making it easy to utilize the services already in place. We feel our circulation service should be a compliment to current fixed route services already running, and make these services more usable. For

instance, Downtowner will connect beach bound riders to the trolley system that is already running, rather than try to duplicate this service and shuttle riders all the way to the beach. The trolley has a much larger passenger capacity than the Downtowner vehicles will, so it is important to utilize the larger trolley vehicles and move multiple groups of riders between major hubs. For this service, Downtowner will provide vehicles, all necessary technology, employees and management.

Hollywood Beach

Due to the geographic landscape of the beachside area specified in the RFP, and the size of the area, we propose using a deviated fixed route system to best service the beach area. A larger capacity vehicle would run a route from Hallandale Beach Blvd to Dania Beach Blvd on a frequency of 30 minutes or less. The difference from the current system would be that riders can request a pickup or dropoff anywhere along the route via the Downtowner App. This would allow riders to use the system as it currently is, but allow for more flexibility and access to riders that don't happen to be at one of the major stops. For this service, there are two options.

Downtowner can provide vehicles, all necessary technology, employees and management or, we can provide the necessary technology and implementation support to evolve the current trolley system into something much more usable. This second option allows the City and CRA's to improve upon the current system, while utilizing the resources already in place. Rides may follow the \$1 fare currently in place or be free depending on the City of Hollywood's desire.

Potential Timeline

TBD - RFP awarded

TBD + 1 week - Number of vehicles and service area(s) specifications agreed upon.

TBD + 1 week - Contract officially signed

TBD + 2 weeks - Vehicles ordered

TBD + 4 weeks - Driver recruitment begins

TBD + 6 weeks - Vehicle delivery begins

TBD + 6 weeks - Vehicle preparation (exterior graphics etc.)

TBD + 6 weeks - Driver training begins

TBD + 6 weeks - Grassroots marketing

TBD + 9 weeks - Service launches

Key Personnel

Stephen Murray

Co-Founder and Chief Executive Officer

561-386-4073

Stephen@ridedowntowner.com

- o Directs and manages company expansion and growth
- o Client acquisition and ongoing relations
- o Graduated from the University of Tampa

Travis Gleason

Co-Founder and Chief Operations Officer

561-929-1471

Travis@ridedowntowner.com

- o Developed efficiencies and management systems allowing for stable company growth
- o Directed the development of company's dispatch system and mobile applications
- o Graduated magna cum laude with a degree in Accounting from the University of Central Florida

Michael Monaco

Co-Owner and Chief Technology Officer

561-827-1453

Mike@ridedowntowner.com

- o Oversees company's mobile apps & technology infrastructure
- o Acts as lead developer and manages in-house development team
- o 9 years experience with high-volume mobile applications

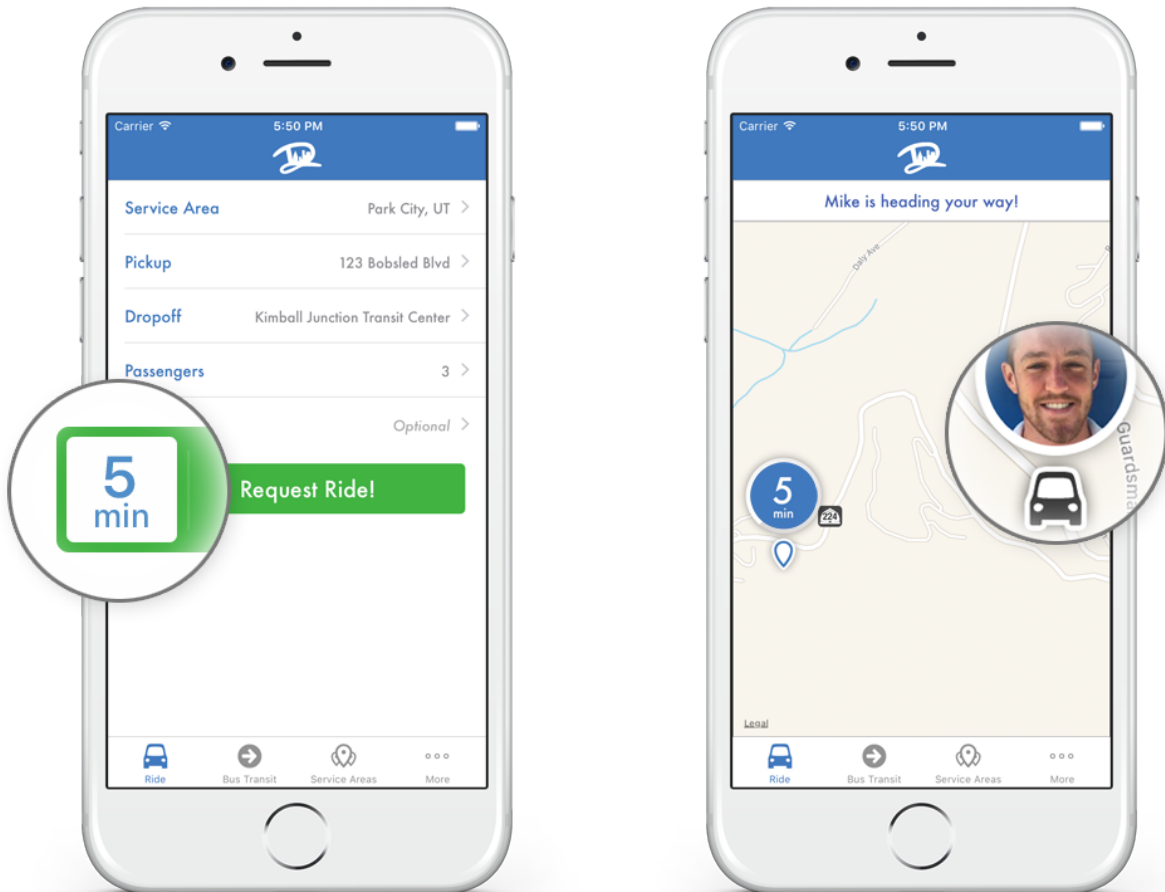
Recruiting and Maintaining Drivers

Local listing will be used to recruit drivers. With over 82 drivers currently active across all of our operations, our team has years of experience staffing for operations. We work to offer the best wage and benefits possible and our supervisors instill a team attitude with all of our staff. We have had minimal turnover in current operations to date.

Additional Vehicles

Please see the Fee Statement section of this proposal for details.

Technology



Our mobile app, available on iPhone and Android devices, seamlessly connects riders and drivers without the use of a human middleman. Through years of experience and trial, we have developed comprehensive algorithms to dispatch and continuously optimize ride requests with online drivers. The algorithms we built are designed to function as a human dispatcher would, matching rides with online drivers to provide the highest efficiency possible and to give each rider the lowest wait time. Our technology automatically groups nearby riders headed in the same direction. This feature allows us to increase efficiency and lower our cost per passenger, as well as our riders' wait times.

Our platform consists of a rider-facing app as well as a driver-facing app. Riders can view their driver's progress towards their pickup as well as an estimated time of arrival, in real time. Riders are sent a notification to alert them of the driver's arrival for a smooth pickup process. During or

after the ride, riders are given the ability to rate their driver and experience if they choose to. All ride history, including driver ratings, can be viewed at any time by the rider via the rider app.

Drivers use their app to view pickup information for their current and upcoming rides, contact riders and schedule any needed breaks. The driver receives only the rides assigned to him/her, including the rider's name, pickup/dropoff information, number of passengers and any passenger notes. The driver app features convenient buttons to call the rider and get GPS directions to the pickup and drop-off addresses if needed. The driver app was designed to be as convenient and comprehensive as possible, leaving the driver free to focus on safety and rider experience.

Led by our CTO Michael Monaco, all Downtowner technology is developed and managed by our in-house development team.

Vendor Capabilities

Our company launched roughly 6 years ago with a focus on high volume, short range transportation. Today, we provide public and private clients with technology driven mobility solutions. We're in multi year contracts with a number of municipalities and private clients. Most recently, the City of Aspen awarded us a second contract extending up to 5 years to provide app based, on demand transportation. Our Q1 revenues for 2018 were \$853,869 and we are cash flow positive. We have one private investor, who's been on our board of directors since our company launched. We're headquartered in Delray Beach, FL and have roughly 93 permanent and part-time employees company wide.

Organizational and Financial Capabilities

We provide turnkey mobility solutions. Vehicle sourcing, employee hiring and management, onsite management, ongoing program analysis and technology development is all produced and provided in house by Downtowner. We are cash flow positive and bankable.

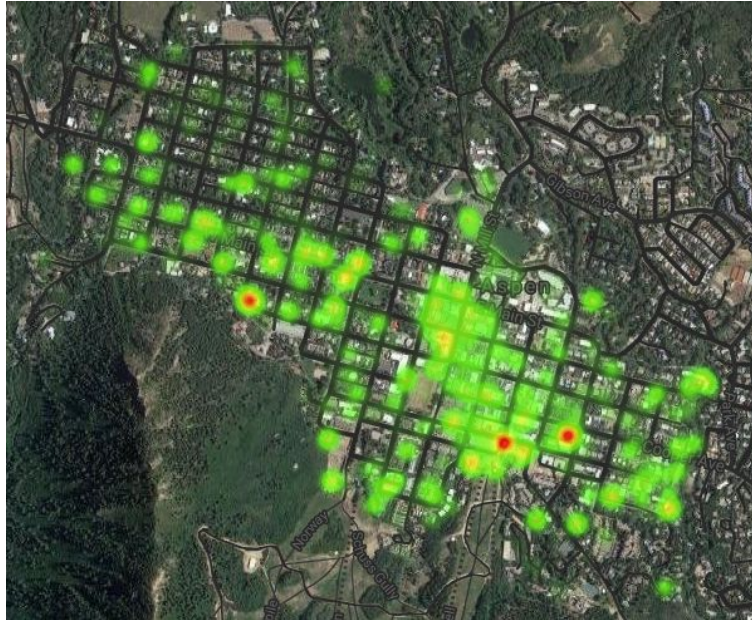
Reporting Structure

We are a very data driven company. Our system logs every action after a rider opens our app, including each ride requested and its corresponding information, and saves this information in our database. Supervisors are provided access to daily ridership reports and capacity data to help orchestrate driver schedules. Our goal is always to use our resources in the most efficient and effective manner to move as many people in a safe and fun fashion. Monthly reports will be generated to share the data specified in the RFP with the City of Hollywood. Experience ratings are collected at the completion of each trip. Some examples of the data to be provided to the city include:

Hourly ridership capacity

Day	8AM	9AM	10AM	11AM	12PM	1PM	2PM	3PM	4PM	5PM	6PM	7PM	8PM	9PM	10PM
Sun 1/14/18	74	89	91	39	63	52	104	123	104	71	110	123	78	91	52

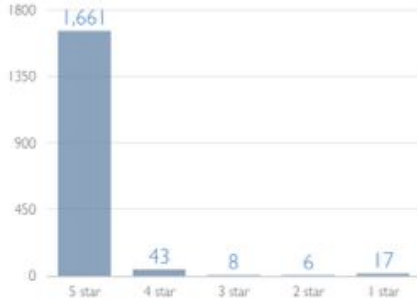
Heatmaps depicting service usage



Daily and monthly stats



DRIVER RATINGS



TOP LOCATIONS

Top pick-up locations:

- 1) City Market
- 2) Silver Queen Gondola
- 3) Molly Gibson Lodge
- 4) St. Moritz Lodge
- 5) Aspen Square Hotel

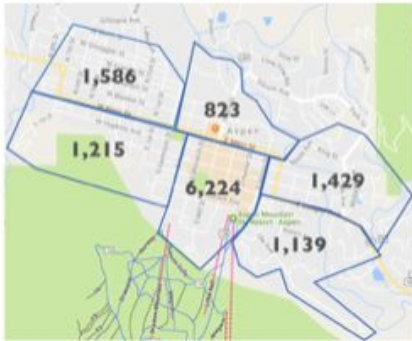
Top drop-off locations:

- 1) Silver Queen Gondola
- 2) Ruby Park Transit Center
- 3) City Market
- 4) The Little Nell
- 5) Aspen Hickory House



PICK-UPS & DROP-OFFS

Numbers represent total passengers picked up/dropped off in zone

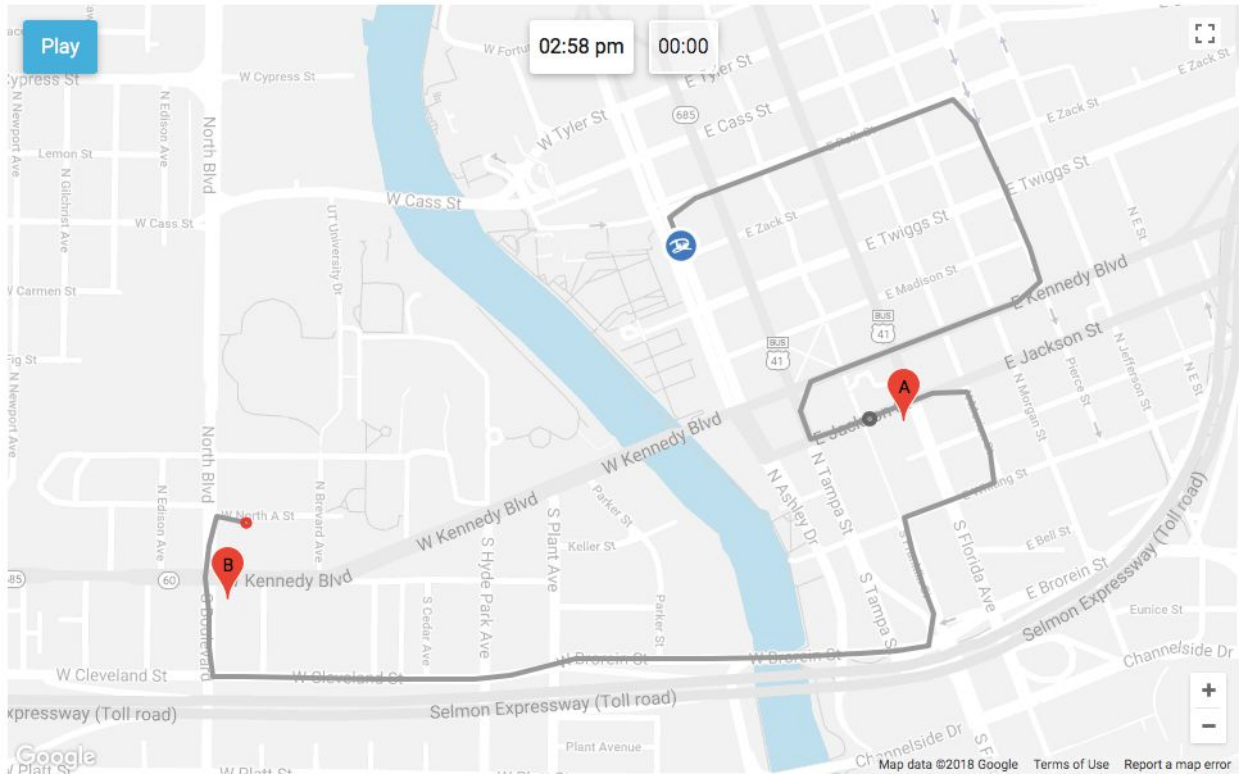


PASSENGERS



Quality Control and Assurance

Our driver tracking tools help ensure high levels of quality control and assurance. The first is something we call Driver DNA which allows a location supervisor to review what a driver was doing throughout his/her shift. It displays things like: when the driver logged into their Driver App, how long it took them to complete each ride, how quickly they responded to each ride assigned to them, how long they were on break for, and when they logged out. Another tool supervisors have at their disposal is Driver Tracking, which tracks the drivers location throughout his/her shift. Supervisors can play back their entire shift, or just during a specific ride, to see exactly where they were at all times.



Response Time

Downtowner will work with the City of Hollywood to establish level of service goals in regards to response time. For example, the level of service goal for Aspen specifies riders should wait on average no more than 10 minutes. Since launching in June of 2016, our average wait is 6:55. Meeting this level of service goal hinges on our shared ride technology, routing drivers in an efficient manner, and also the number of vehicles on the road at any given time. Our location supervisors are equipped with the data analytics tools they need to ensure they are staffing correctly.

Product Capabilities

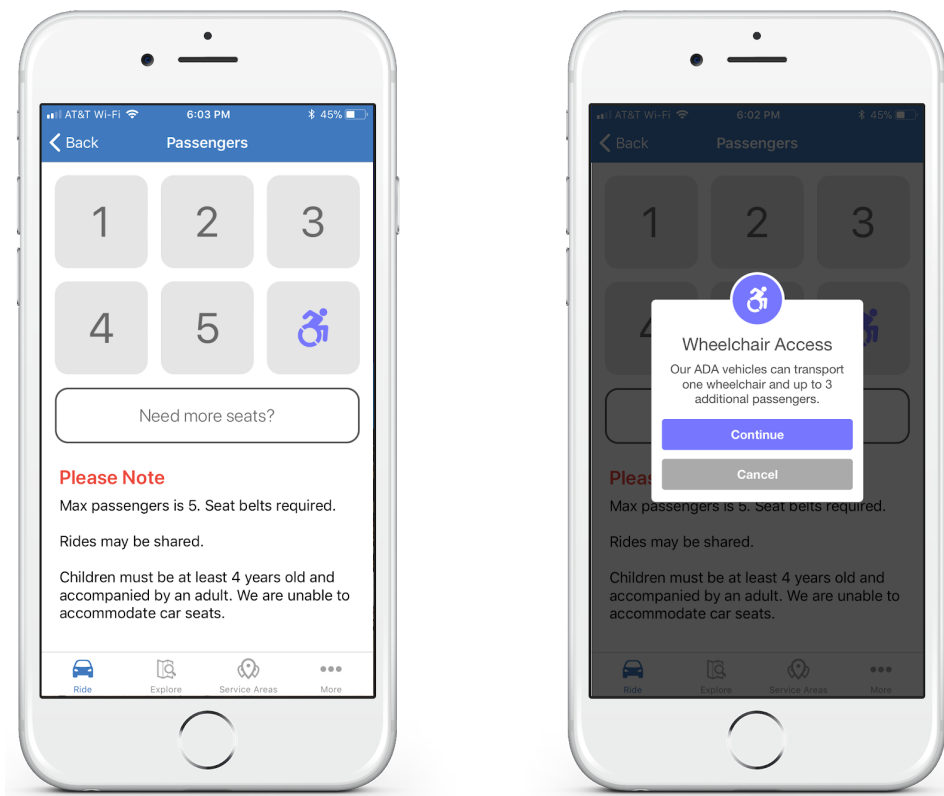
All Downtowner technology is developed and monitored by our in house team. We have launched and operated successful transit projects ranging from fixed route transit services to on-demand, point to point, app based transit services. All Downtowner technology is continuously evolving, based on client needs and ridership data.

Vehicle Configurations

We work with a commercial fleet leasing company for our vehicle needs. This gives us access to virtually any vehicle type, as well as a leasing and purchasing options. We find it is very beneficial to set up a lease term with an option to purchase. By doing this, we are flexible to change vehicles as our programs evolve. This structure also allows for capital costs to be spread over the term of the program. We have worked with our commercial fleet partner in almost all of our current operations.

ADA Compliance

We will have one ADA compliant vehicle on the road at all times. Passengers requiring an ADA accessible vehicle tap the “Wheelchair Access” option when selecting the number of passengers in their pickup. This ride will be assigned only to a driver who is in the ADA compliant vehicle.



Greening Initiatives

Downtowner prides itself on being as green as possible when it comes to vehicle choice. For this project, we are proposing a mixed fleet. The 100% electric Chevy Bolt will be used to service rides in the downtown circulation area.

Drivers Qualifications

Driver are required to have a Florida State license. We believe our drivers are our biggest assets and as such, hiring the right people for the job is of utmost importance. They make our service what it is and are the reason people have come to love riding with us. Drivers must first and foremost have a record of safe driving and no history of criminality. A full driving history is required to be provided to our management as well as our insurance company. Background checks for any criminal offenses are also conducted. Drivers must be 22 years of age or older. We look for energetic, enthusiastic people with a passion for hospitality. Our drivers are expected to not just be the person behind the wheel, but a city ambassador, an entertainer, and have knowledge of local hotspots and happenings.

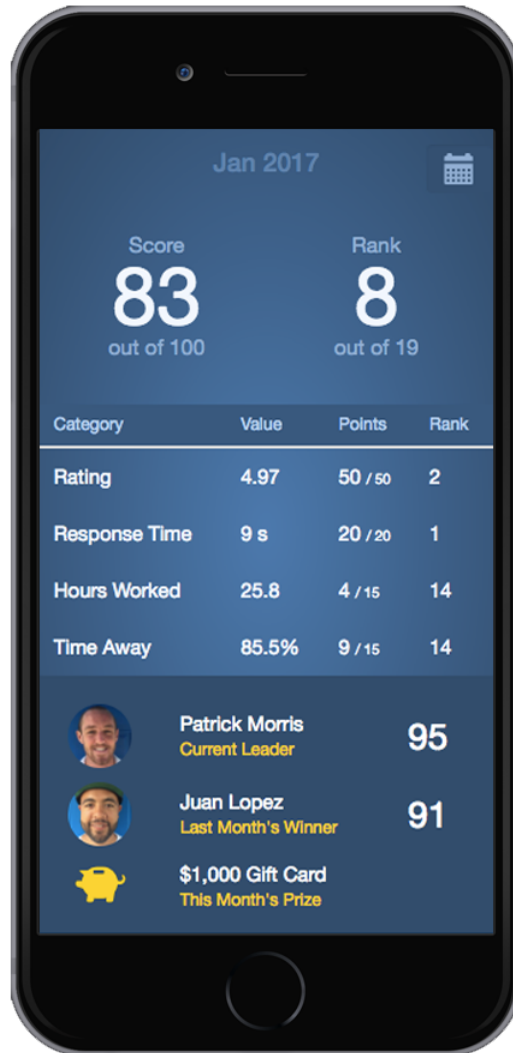
The training process revolves around a focus on safety and professionalism. Training begins with a walk through of our Driver Onboarding Manual with our supervisor. Here, trainees learn what it means to be a Downtowner driver, go over general policies and procedures and get a general idea of how our system works. Next, trainees experience the ride process from a driver and rider perspective. Drivers get a walk through of how the rider and driver facing apps work. After trainee drivers fully understand how each app works and are comfortable behind the wheel, they participate in a number of real world training sessions. During these sessions, trainees first sit in the passenger seat to observe the supervisor picking up real world riders and then get behind the wheel themselves, with the supervisor there for observation. After these sessions are complete, trainees are ready for their first solo shift. Beyond safe operation of the vehicle and training in both the driver and rider app, Downtowner drivers must know the businesses and attractions of Hollywood like the back of their hands. The Downtowner culture is instilled throughout this whole process. We're nice, professional, safe, and fun; and we endorse those qualities company-wide.

When logging into the Driver App at the start of their shift, each driver must complete the Safety Game before they can begin working through their assigned rides.



We have a zero tolerance policy regarding alcohol and drug use, and random screenings will be executed. All drivers are required to sign our Drug and Alcohol policy. (See Exhibit A)

Driver Scores is a program we put in place to encourage and monitor performance. We compile certain performance metrics for each driver to calculate what we call a Driver Score. Driver Scores consist of categories like ratings from riders, hours worked etc. Drivers can see their scores in each of these performance categories and also their total Driver Score. This allows drivers to see areas where there is room for improvement and also gamifies their job to some degree, keeping them more engaged. At the end of each month, the drivers with the highest Driver Scores are rewarded.



Maintenance/Recovery Plan

Our Hollywood supervisor will complete vehicle inspection checks weekly, and preventative maintenance will be completed to ensure the highest vehicle uptime. Vehicle reliability is another reason we are transitioning our fleet in Tampa from GEM vehicles to Bolts. According to Polaris (GEM manufacturer) GEM vehicles are rated for a life expectancy of roughly 17,500 miles and are built to be driven 3,500 miles per year. Because of this limitation, these vehicles are extremely maintenance intensive and are very unreliable if being used for high volume public transportation. Our Tampa GEM vehicles (purchased new) all have over 20,000 miles in just 17 months. This past fall we introduced two Chevy Bolts into our Tampa fleet and have had fantastic performance, with almost zero maintenance work. These vehicles are meant for high mileage and can withstand the daily abuse of moving hundreds of people. The vehicles we will use in Hollywood will all be new, under factory warranty and any scheduled or unscheduled maintenance issues will be handled by the nearby Chevrolet and Ford dealerships. We will have one spare vehicle in case of any unforeseen maintenance issues.

In regards to the situation described above, the driver would:

- 1) End his/her current ride on the Driver App
- 2) Create a new ride for the passengers on board using the Driver App, resulting in the passengers getting picked up by the next available driver
- 3) Follow the 'tow procedure' located in each vehicle
- 4) The vehicle and driver will be towed back to our home base by the tow company on file
- 5) The driver will note the necessary info regarding the breakdown via the Driver App
- 6) The driver will then utilize the spare vehicle to continue his/her shift

Risk Mitigation Plan

Safety of riders

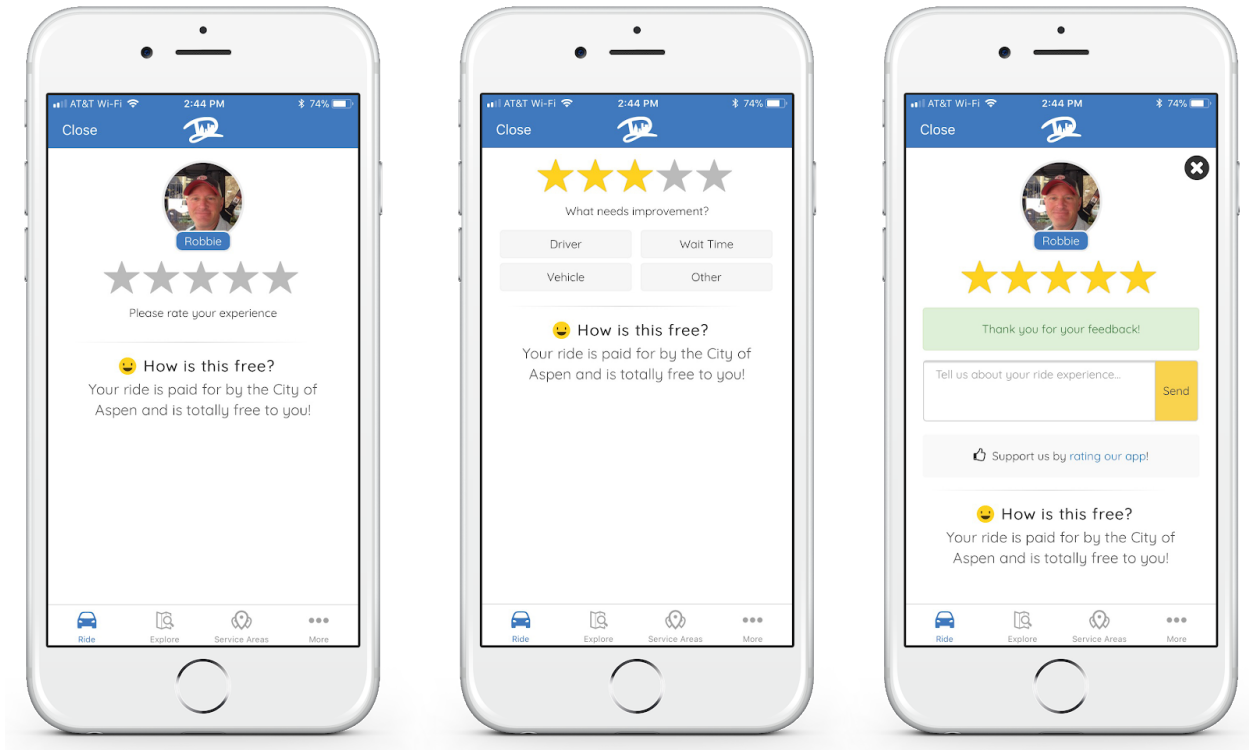
The safety of our riders relies on using the right vehicles, hiring the right drivers and keeping an open line of communication between Downtowner and the rider.

The majority of our fleet will consist of the Chevy Bolt. The Insurance Institute for Highway Safety named the Chevy Bolt a 2017 Top Safety Pick due to its high safety test ratings.

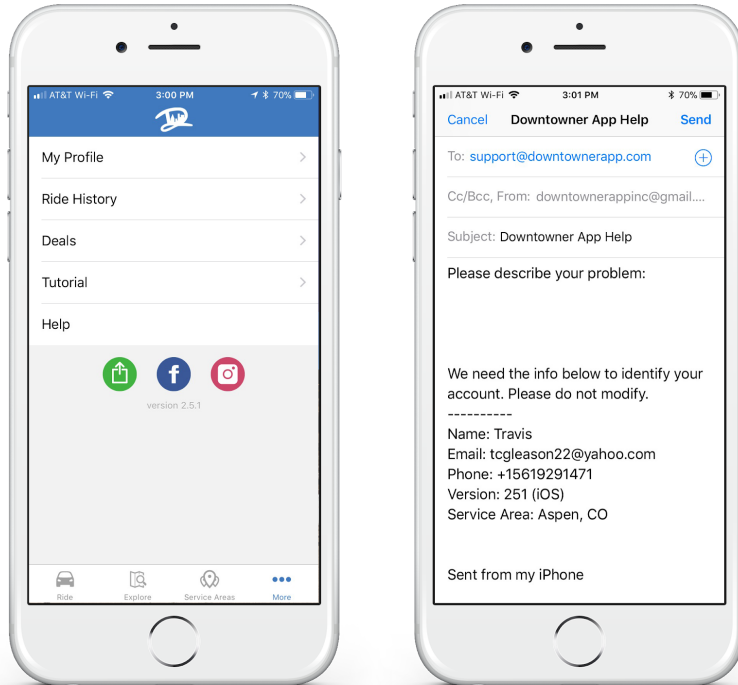
We select drivers based on a clean driving record and a full background check. Drivers are the face of our company and we firmly believe they make or break the longevity of our program. We take our hiring very seriously and have developed many tracking features within our Driver App that help us understand how our drivers are performing on the road.

After each trip, riders are given the ability rate their experience, rate our app and leave comments. If a rider rates their experience a three out of five stars or less, we prompt the rider to select a reason for the lower rating and explain further. If the rider rates four or five stars, the rider is also prompted to leave a comment. These comments are seen by our management and

company owners. Our management reaches out via phone call to all riders who have left a rating of three or less stars. Our overall rating is currently 4.9 out of 5 across all operations.



To report any issues or ask questions, riders can tap the 'More' tab at the bottom of their screen and then tap 'Help'. From here, they can email management directly. We aim to respond to riders as quickly as possible, in under 24 hours.



Safety and Security of personal belongings of riders and driver

Drivers will keep all personal belongings locked at our home base sight. Riders can contact support any time to report an item as lost and our team will return the item as quickly as possible.

Heat, rain, weather challenges

Cold or hot, rain or shine, the Bolt and the other vehicles we will provide give additional comfort to riders and our driver team. This is one of the reasons we are transitioning our entire fleet in Tampa from GEM vehicles to Bolt vehicles. Riders are constantly asking if they can request a Bolt vehicles vs a GEM vehicle due to the added comforts. Polaris (GEM car manufacturer) rates these vehicles as 'fair weather vehicles' and we have first hand experience of why. These vehicles are not ideal in any sort of weather conditions other than 75 degrees and sunny. If it rains, which happens almost daily in South Florida, these vehicles are uncomfortable to riders and drivers, with steam room like conditions. The computers in these vehicles, which make the vehicles run, are also located in a position where exposure to heavy rain or puddles will destroy them, leaving the vehicle useless until this major component is replaced. If using the GEM vehicles, rainy weather can bring the service to a halt, which is not ideal if this service is meant to be relied on daily, as a part of public transportation. Using the Chevy Bolt makes weather a non issue.

Maintaining a reliable, consistent schedule of service

System dependability is of utmost importance to us as service consistency is imperative to growing ridership. Our system is running on Amazon's cloud computing platform and we have not experienced any downtime in our history thus far from system related issues. We will have a spare vehicle onsite and ready to go in the event of any vehicle issues.

Maintaining qualified drivers

We provide our drivers with a fun work environment, flexible work hours and a team mentality. We have had excellent employee retention and have promoted from within in terms of location management. Our team is extremely important to us and we feel strongly about doing everything in our power to provide them with the best compensation package possible. We constantly get feedback from riders about drivers going above and beyond, and cite our drivers as one of the reasons our programs have been so successful. Our experience rating is at an all time high, and we attribute much of this to our driver team.

"Drivers are always friendly and polite, upbeat and fun! Very convenient service and you never have to wait too long! Keep up the great job you are doing!"

Aspen Survey Feedback on 10/12/2017 2:13 AM

Keeping vehicles operational

As previously mentioned, our Hollywood supervisor will complete vehicle inspection checks weekly and preventative maintenance will be completed to ensure the highest vehicle uptime. Vehicle reliability is another reason we are transitioning our fleet in Tampa from GEM vehicles to Bolts. According to Polaris (GEM manufacturer) GEM vehicles are rated for a life expectancy of roughly 17,500 miles and are built to be driven 3,500 miles per year. Because of this limitation, these vehicles are extremely maintenance intensive and are very unreliable if being used for high volume public transportation. Our Tampa GEM vehicles (purchased new) all have over 20,000 miles in just 17 months. This past fall we introduced two Chevy Bolts into our Tampa fleet and have had fantastic performance, with almost zero maintenance work. These vehicles are meant for high mileage and can withstand the daily abuse of moving hundreds of people. The vehicles we will use in Hollywood will all be new, under factory warranty and any scheduled or unscheduled maintenance issues will be handled by the nearby Chevrolet and Ford dealerships.

Vandalism or theft of the vehicles

Vehicles used for this program will be supplied by Downtowner, will be covered with necessary insurance and will be stored in a safe location.

Vehicular accidents with automobiles, cyclists, pedestrians while on route

Driver will have clean driving records. During training our location supervisor will assess their driving skills. Only if our supervisor feels the driver has the needed skills after the training sessions, will they be hired as a Downtowner driver. Our Driver App is designed to be only

operated when the vehicle is stopped. If an accident does occur, drivers will follow our accident protocol which is located in each vehicle, and also reviewed during the training process.

Why use Chevy Bolt vs GEM

More efficient

The Chevy Bolt gets 238 miles per charge. This battery range will allow us to operate our entire fleet continuously throughout the day vs. a GEM fleet where half of the vehicles must be charging due to shorter battery range.

Lower cost

The total yearly operating cost of putting a vehicle on the road is over **\$26,000 less** per vehicle when using Bolt vs GEM. How? Using a fleet of GEM vehicles requires the operator to have twice as many vehicles due to low battery range. Twice as many vehicles means twice the maintenance, twice the insurance and twice the other related operating costs. Bolts and GEMs retail for roughly the same price.

Higher ridership + lower wait times

The Bolt's battery range means no charging or switching vehicles throughout the day. Bolts running in our current operations are completing up to 13% more rides per hour than our GEM vehicles.

Increased safety

The Insurance Institute for Highway Safety named the Chevy Bolt a 2017 Top Safety Pick due to its high safety test ratings.

More dependable

GEM vehicles are very maintenance intensive and constantly have issues even with proper preventive maintenance. GEM vehicles, as well as other golf cart like vehicles, simply don't have the dependability that an actual vehicle can offer. Vehicle dependability is extremely important for running a consistent and usable transportation service in a high volume setting.

Increased experience

Cold or hot, rain or shine, the Bolt provides additional comfort to riders and our driver team. We're transitioning our fleet in Tampa, FL from GEM vehicles to Bolt vehicles and constantly get riders asking if we can send the Bolt to pick them up instead of the GEM.

Fee Statement

Downtown Hollywood + US 1 Corridor

Fleet

Standard vehicles	Chevy Bolt EV
Passengers	4
Quantity	3
ADA vehicles	Ford Transit
Passengers	8 standard + 1 wheelchair
Quantity	2

What's Included

- Maintenance
- Insurance
- Financing

A combination of these vehicles will be on the road at all times, and will allow for maximum efficiency. The Bolt vehicles will offer an all electric component and satisfy lower occupancy rides and carpools, while the larger occupancy Ford Transit vehicles will perform longer range, multiple carpool type rides. The Ford Transit vehicles also allow for an ADA compliant vehicle to always be on the road. This quantity of vehicles allows for one spare vehicle in the event of any unforeseen maintenance issues.

Operation

Vehicles on the road hourly	Up to 4
Service hours	7am - 11pm, Daily
Driver hourly wage	\$13
Total driver hours (annual)	17,420
Total cost (Year 1, including setup)	\$711,000 (\$59,250/mo)
- Cost per service hour	\$40.82
Total cost (Year 2 and on)	\$663,000 (\$55,250/mo)
- Cost per service hour	\$38.04

What's Included

- Driver payroll + taxes
- Dedicated, onsite management payroll + taxes
- Ongoing driver hiring and training
- Marketing and promotion (graphic design and materials)
- Rider Apps + continuous upgrades (iOS + Android)
- Driver App + continuous upgrades
- Manager App + continuous upgrades
- Database and server support (Amazon)
- Ridership data (reporting and analysis)
- Technology oversight from our in house development team
- Ongoing platform improvements from our in house development team
- Rider support

Downtowner offers its clients the option of equal monthly invoicing or actualized monthly cost invoicing. Under actualized monthly cost invoicing, Downtowner provides its clients with all costs of operations reconciled to actual costs incurred during the period. Our goal is to satisfy level of service goals with the minimal costs possible. For example, if we learn from our capacity data we can lower the number of vehicles on the road during the afternoon hours and still meet the desired wait time goal, the City of Hollywood would be given a credit on the following month's invoice for those hours. Another example would be if electric or gas costs were lower during a period than estimated, an invoice credit would reflect this savings to the City of Hollywood.

Hollywood Beach

Fleet

Standard vehicles	Ford Shuttle
Passengers	12 standard + 2 wheelchair
Quantity	3

What's Included

- Maintenance
- Insurance
- Financing

Operation

Vehicles on the road hourly	2
Service hours	10am - 10pm, Wed - Sun
Driver hourly wage	\$13
Total driver hours (annual)	6,240
Total cost (Year 1, including setup)	\$464,000 (\$38,667/mo)
- Cost per service hour	\$74.36
Total cost (Year 2 and on)	\$433,000 (\$36,083/mo)
- Cost per service hour	\$69.39

What's Included

- Driver payroll + taxes
- Dedicated, onsite management payroll + taxes
- Ongoing driver hiring and training
- Marketing and promotion (graphic design and materials)
- Rider Apps + continuous upgrades (iOS + Android)
- Driver App + continuous upgrades
- Manager App + continuous upgrades
- Database and server support (Amazon)
- Ridership data (reporting and analysis)
- Technology oversight from our in house development team
- Ongoing platform improvements from our in house development team
- Rider support

Downtowner offers its clients the option of equal monthly invoicing or actualized monthly cost invoicing. Under actualized monthly cost invoicing, Downtowner provides its clients with all costs of operations reconciled to actual costs incurred during the period. Our goal is to satisfy level of service goals with the minimal costs possible. For example, if we learn from our capacity data we can lower the number of vehicles on the road during the afternoon hours and still meet the desired wait time goal, the City of Hollywood would be given a credit on the following month's invoice for those hours. Another example would be if electric or gas costs were lower during a period than estimated, an invoice credit would reflect this savings to the City of Hollywood.

Discount

If the City of Hollywood wishes to contract Downtowner for both the Downtown Hollywood + US 1 Corridor service and the Hollywood Beach service, Downtowner will provide an annual discount of \$113,000 on the total combined costs of the proposal listed above. The following table includes the costs and discount if Downtowner is contracted for both services.

Total driver hours (annual)	23,660
Total Cost (Year 1, including setup)	\$1,062,000 (\$88,5000/mo)
- Cost per service hour	\$44.89
Total Cost (Year 2 and on)	\$983,000 (\$81,917/mo)
- Cost per service hour	\$41.55

Hollywood Beach - Technology Only

One time setup	\$6,000
Annual cost	\$24,000

Setup cost includes technology implementation and staff training.

Annual cost includes access to ridership reporting tools.

Additional Hours

Downtowner will need more information as to the extent of the additional hours before an accurate cost proposal can be provided. If the hours can be satisfied using the spare vehicles factored in for each service, the cost for additional hours may be as little as the variable costs of

driver wages and gas or electric for the vehicle. If the additional hours require additional vehicles to be sourced, the cost will depend on more factors such as vehicle type and the time period the vehicle is to be added to service.

Attachments

Exhibit A - Drug and Alcohol Policy

It is illegal to be under the influence of any substance while operating a vehicle. The operation of a Downtowner vehicle by a driver under the influence of any substance is strictly prohibited. You are putting your life and each rider's life that gets into the vehicle, at risk. Violation of this rule will result in immediately removal from Downtowner vehicle leasing privileges indefinitely.

Based on employee safety, health and efficiency, it is the policy of Downtowner to employ a work force free from illegal drugs and abuse of alcohol. Employees of Downtowner may be subject to drug testing prior to hiring and can be randomly selected to undergo such testing throughout the time of employment.

The procurement, possession, sale, distribution, use or being under the influence of alcohol, drugs and/or controlled substances is strictly prohibited while on the premises or facilities of the Downtowner or while on Downtowner time. The only exception is the taking of prescribed drugs as directed by a licensed physician, consistent with applicable law.

When a supervisor has a reasonable suspicion, based on the employee's job performance, absenteeism, behavior and/or appearance, that the employee is under the influence of alcohol, drugs and/or controlled substances, the supervisor shall refer the employee to an appropriate facility for testing and/or evaluation. The results of the test and/or evaluation will be furnished to Downtowner. Refusal to undergo such testing and/or evaluation, adulteration of the sample or interference with the drug test in any manner shall be grounds for disciplinary action, including termination.

Positive drug test results will be confirmed by a second test of the same sample by the testing laboratory.

Applicants or employees who are asked to take a drug/alcohol test will be required to sign a consent form immediately prior to the test. Any prescription drugs being taken by the applicant or employee must be disclosed at that time.

Refusal to cooperate with the Downtowner in any test or investigation, or failure to execute any paperwork or forms necessary for examinations or tests are grounds for disciplinary action, up to and including termination.

Employees who violate any aspect of this policy are subject to disciplinary action, up to and including termination – even for the first offense.

Additionally, any employee who is injured at work and refuses to submit to a drug test, or has a positive confirmation test may forfeit his/her eligibility for workers' compensation medical and indemnity benefits consistent with applicable law.

All employees will be required to sign a copy of the complete Drug and Alcohol - Free Policy stating that they fully understand and will abide by the policy. A copy of the signed policy will be placed in the employee's personnel file.

By signing below, I am stating that I understand and agree to all of the policies and procedures above.

Driver Signature: _____

Print Name: _____

Date: _____

Issue Date

REFERENCE QUESTIONNAIRE

It is the responsibility of the contractor/vendor to provide a minimum of three (3) similar type references using this form and to provide this information with your submission. Failure to do so may result in the rejection of your submission.

Giving reference for: Downtowner Inc

Firm giving Reference: City of Aspen

Address: 130 South Galena Street, Aspen, CO 81611

Phone: 970-429-1766

Fax: _____

Email: mitch.osur@cityofaspen.com

1. **Q:** What was the dollar value of the contract?
A: \$514,000
2. **Q:** Have there been any change orders, and if so, how many?
A: Yes 2. We have made a few changes as we have learned. They have been great and making changes on the fly and always open to new ideas.
3. **Q:** Did they perform on a timely basis as required by the agreement?
A: Yes, Everything has gone exactly to plan.
4. **Q:** Was the project manager easy to get in contact with?
A: Yes, in fact at first we had weekly meetings and now we have meetings as needed. Mike is always quick at returning phone calls and emails.
5. **Q:** Would you use them again?
A: Yes and we into our third contract extension.
6. **Q:** Overall, what would you rate their performance? (Scale from 1-5)
A: 5 Excellent 4 Good 3 Fair 2 Poor 1 Unacceptable
7. **Q:** Is there anything else we should know, that we have not asked?
A: The Downtowner has been a pleasure to work with. We have gotten only compliments for our citizens and tourists. It is very nice that they always listen and are willing to try new things as we try and make the program perfect.

The undersigned does hereby certify that the foregoing and subsequent statements are true and correct and are made independently, free from vendor interference/collusion.

Name: Mitch Osur

Title Director of Parking and Downtown Services.

Signature: Mitch Osur

Date:
4-20-18

Issue Date

ACKNOWLEDGMENT AND SIGNATURE PAGE

This form must be completed and submitted by the date and the time of bid opening.

Downtowner Holdings, LLC, d/b/a Downtowner
Legal Company Name (include d/b/a if applicable): _____ Federal Tax Identification Number: 81-2193711

If Corporation - Date Incorporated/Organized: 1/14/2016

State Incorporated/Organized: FL

Company Operating Address: 210 NE 4th Ave

City Delray Beach State FL Zip Code 33483

Remittance Address (if different from ordering address): _____


City _____ State _____ Zip Code _____

Company Contact Person: Travis Gleason Email Address: travis@ridedowntowner.com

Phone Number (include area code): 561-386-4073 Fax Number (include area code): _____

Company's Internet Web Address: www.ridedowntowner.com

IT IS HEREBY CERTIFIED AND AFFIRMED THAT THE BIDDER/PROPOSER CERTIFIES ACCEPTANCE OF THE TERMS, CONDITIONS, SPECIFICATIONS, ATTACHMENTS AND ANY ADDENDA. THE BIDDER/PROPOSER SHALL ACCEPT ANY AWARDS MADE AS A RESULT OF THIS SOLICITATION. BIDDER/PROPOSER FURTHER AGREES THAT PRICES QUOTED WILL REMAIN FIXED FOR THE PERIOD OF TIME STATED IN THE SOLICITATION.



Bidder/Proposer's Authorized Representative's Signature: _____ Date 2/23/18

Type or Print Name: Travis Gleason

THE EXECUTION OF THIS FORM CONSTITUTES THE UNEQUIVOCAL OFFER OF BIDDER/PROPOSER TO BE BOUND BY THE TERMS OF ITS PROPOSAL. FAILURE TO SIGN THIS SOLICITATION WHERE INDICATED BY AN AUTHORIZED REPRESENTATIVE SHALL RENDER THE BID/PROPOSAL NON-RESPONSIVE. THE CITY MAY, HOWEVER, IN ITS SOLE DISCRETION, ACCEPT ANY BID/PROPOSAL THAT INCLUDES AN EXECUTED DOCUMENT WHICH UNEQUIVOCALLY BINDS THE BIDDER/PROPOSER TO THE TERMS OF ITS OFFER.

ANY EXCEPTION, CHANGES OR ALTERATIONS TO THE GENERAL TERMS AND CONDITIONS, HOLDHARMLESS/INDEMNITY DOCUMENT OR OTHER REQUIRED FORMS MAY RESULT IN THE BID/PROPOSAL BE DEEMED NON-RESPONSIVE AND DISQUALIFIED FORM THE AWARD PROCESS.

Issue Date


ACCEPTANCE

Date: 4/23/2018

By initialing each page and signing below, I Travis Gleason, in my capacity
as Chief Operations Officer, of Downtowner Holdings, LLC agree to and

Accept the terms set forth in this Statement of Work.

(Insert Name of Organization)

By: 
Signature

Travis Gleason, Chief Operations Officer
Printed Name and Title

HOLD HARMLESS AND INDEMNITY CLAUSE

Downtowner Holdings, LLC and Travis Gleason (representative)

(Company Name and Authorized Representative's Name)

, the contractor, shall indemnify, defend and hold harmless the City of Hollywood, its elected and appointed officials, employees and agents for any and all suits, actions, legal or administrative proceedings, claims, damage, liabilities, interest, attorney's fees, costs of any kind whether arising prior to the start of activities or following the completion or acceptance and in any manner directly or indirectly caused, occasioned or contributed to in whole or in part by reason of any act, error or omission, fault or negligence whether active or passive by the contractor, or anyone acting under its direction, control, or on its behalf in connection with or incident to its performance of the contract.



SIGNATURE

Travis Gleason

PRINTED NAME

Downtowner Holdings, LLC

COMPANY OF NAME

4/23/2018

DATE

Failure to sign or changes to this page shall render your bid non-responsive.

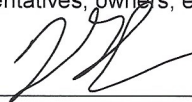
Issue Date

NONCOLLUSION AFFIDAVIT

STATE OF: Florida

COUNTY OF: Palm Beach, being first duly sworn, deposes and says that:

- (1) He/she is Travis Gleason of Downtowner Holdings, LLC, the Bidder that has submitted the attached Bid.
- (2) He/she has been fully informed regarding the preparation and contents of the attached Bid and of all pertinent circumstances regarding such Bid;
- (3) Such Bid is genuine and is not a collusion or sham Bid;
- (4) Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiant has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with the contractor for which the attached Bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices, profit or cost element of the Bid price or the Bid price of any other Bidder, or to secure an advantage against the City of Hollywood or any person interested in the proposed Contract; and
- (5) The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(SIGNED)  Chief Operations Officer
Title

Failure to sign or changes to this page shall render your bid non-responsive.

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 form statement is submitted to City of Hollywood
by Stephen Murray for Downtowner Holdings, LLC
(Print individual's name and title) (Print name of entity submitting sworn statement)
whose business address is 210 NE 4th Ave Delray Beach FL 33483
and if applicable its Federal Employer Identification Number (FEIN) is 81-2193711 If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement.

2. I understand that "public entity crime," as defined in paragraph 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 with the United States, including, but not limited to, any bid, proposal, reply, or contract for goods or services, any lease for real property, or any contract for the construction or repair of a public building or public work, involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misinterpretation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in a 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, nonjury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that "Affiliate," as defined in paragraph 287.133(1)(a), Florida Statutes, means:
1. A predecessor or successor of a person convicted of a public entity crime, or
2. 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 "person," as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or any 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 let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, executives, partners, shareholders, employees, members, and agents who are active in 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. (Please indicate which statement applies.)

Neither the entity submitting sworn statement, nor any of its officers, director, 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, 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 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, but the Final Order entered by

the Hearing Officer in a subsequent proceeding before a Hearing Officer of the State of the State of Florida, Division of Administrative Hearings, 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 THAT PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017 FLORIDA STATUTES FOR A CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

[Handwritten Signature]

(Signature)

Sworn to and subscribed before me this 27 day of April, 2018.

Personally known _____

Or produced identification X Notary Public-State of FL

Drivers License my commission expires 10/20/21
(Type of identification)

[Handwritten Signature]

(Printed, typed or stamped commissioned name of notary public)



Andrew S. Webb
NOTARY PUBLIC
STATE OF FLORIDA
Comm# GG151975
Expires 10/20/2021

Failure to sign or changes to this page shall render your bid non-responsive.

Issue Date

**CERTIFICATIONS REGARDING DEBARMENT, SUSPENSION AND OTHER
RESPONSIBILITY MATTERS**

The applicant certifies that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction, violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and
- (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default.

Applicant Name and Address:

Downtowner Holdings, LLC

210 NE 4th Ave

Delray Beach FL 33483

Application Number and/or Project Name:

Transportation Circulator Services RFP 4579 18 PB

Applicant IRS/Vendor Number: 81-2193711

Type/Print Name and Title of Authorized Representative:

Travis Gleason, Chief Operations Officer

Signature:  Date: 4/23/2018

Failure to sign or changes to this page shall render your bid non-responsive.

Issue Date

DRUG-FREE WORKPLACE PROGRAM

IDENTICAL TIE BIDS - Preference shall be given to businesses with drug-free workplace programs. Whenever two or more bids which are equal with respect to price, quality, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employee that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program (if such is available in the employee's community) by, any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of these requirements.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.



VENDOR'S SIGNATURE

Travis Gleason

PRINTED NAME

Downtowner Holdings, LLC

NAME OF COMPANY

SOLICITATION, GIVING, AND ACCEPTANCE OF GIFTS POLICY

Florida Statute 112.313 prohibits the solicitation or acceptance of Gifts. - "No Public officer, employee of an agency, local government attorney, or candidate for nomination or election shall solicit or accept anything of value to the recipient, including a gift, loan, reward, promise of future employment, favor, or service, based upon any understanding that the vote, official action, or judgment of the public officer, employee, local government attorney, or candidate would be influenced thereby." The term "public officer" includes "any person elected or appointed to hold office in any agency, including any person serving on an advisory body."

The City of Hollywood policy prohibits all public officers, elected or appointed, all employees, and their families from accepting any gifts of any value, either directly or indirectly, from any contractor, vendor, consultant, or business with whom the City does business.

The State of Florida definition of "gifts" includes the following:

- Real property or its use,
- Tangible or intangible personal property, or its use,
- A preferential rate or terms on a debt, loan, goods, or services,
- Forgiveness of indebtedness,
- Transportation, lodging, or parking,
- Food or beverage,
- Membership dues,
- Entrance fees, admission fees, or tickets to events, performances, or facilities,
- Plants, flowers or floral arrangements
- Services provided by persons pursuant to a professional license or certificate.
- Other personal services for which a fee is normally charged by the person providing the services.
- Any other similar service or thing having an attributable value not already provided for in this section.

Any contractor, vendor, consultant, or business found to have given a gift to a public officer or employee, or his/her family, will be subject to dismissal or revocation of contract.

As the person authorized to sign the statement, I certify that this firm will comply fully with this policy.

 _____ SIGNATURE	Travis Gleason _____ PRINTED NAME
Downtowner Holdings, LLC _____ NAME OF COMPANY	Chief Operations Officer _____ TITLE

Failure to sign this page shall render your bid non-responsive.



Issue Date

REFERENCE QUESTIONNAIRE

It is the responsibility of the contractor/vendor to provide a minimum of three (3) similar type references using this form and to provide this information with your submission. Failure to do so may result in the rejection of your submission.

Giving reference for: Downtowner Holdings, LLC

Firm giving Reference: Summit County, Utah

Address: 60 N. Main Street, Coalville, UT

Phone: 617-817-7769

Fax: none

Email: crodriguez@summitcounty.org

1. **Q:** What was the dollar value of the contract?

A: \$326,400.00

2. **Q:** Have there been any change orders, and if so, how many?

A: no

3. **Q:** Did they perform on a timely basis as required by the agreement?

A: yes, every single item

4. **Q:** Was the project manager easy to get in contact with?

A: extremely easy to contact and very responsive

5. **Q:** Would you use them again?

A: yes and we are in the process of hiring them for a second project

6. **Q:** Overall, what would you rate their performance? (Scale from 1-5)

A: 5 Excellent 4 Good 3 Fair 2 Poor 1 Unacceptable

7. **Q:** Is there anything else we should know, that we have not asked?

A: I have worked with many, many contractors over the years. Downtowner folks are by far the easiest to work with.

The undersigned does hereby certify that the foregoing and subsequent statements are true and correct and are made independently, free from vendor interference/collusion.

Name: Caroline Rodriguez

Title: Regional Transportation Planning Director

Signature: Caroline Rodriguez

Date: 4/23/18

Issue Date

REFERENCE QUESTIONNAIRE

It is the responsibility of the contractor/vendor to provide a minimum of three (3) similar type references using this form and to provide this information with your submission. Failure to do so may result in the rejection of your submission.

Giving reference for: Downtowner

Firm giving Reference: Tampa Downtown Partnership

Address: 400 N. Ashley Blvd. #2125, Tampa FL 33602

Phone: 813-22-3686

Fax: _____

Email: kkress@tampasdowntown.com

1. **Q:** What was the dollar value of the contract?
A: \$2,051,000 - 2 years

2. **Q:** Have there been any change orders, and if so, how many?
A: We have made a few changes to the program due to Downtowner's evolving technology. We have also started switching vehicles to the Chevy Bolt.

3. **Q:** Did they perform on a timely basis as required by the agreement?
A: Yes

4. **Q:** Was the project manager easy to get in contact with?
A: Yes

5. **Q:** Would you use them again?
A: Yes


6. **Q:** Overall, what would you rate their performance? (Scale from 1-5)
A: Excellent 4 Good 3 Fair 2 Poor 1 Unacceptable

7. **Q:** Is there anything else we should know, that we have not asked?
A: Downtowner's program has been an award-winning project for us at the Tampa Downtown Partnership.

The undersigned does hereby certify that the foregoing and subsequent statements are true and correct and are made independently, free from vendor interference/collusion.

Name: Karen Kress

Title: AICP - Director of Transportation and Planning

Signature: 

Date: 4/20/18