

freebee hollywood

**Bid/Proposal Name: Transportation
Circulator Services**

**Bid/Proposal Number: RFP 4579 18
PB**

**Bid/Proposal Opening Date:
4/23/2018**



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April 24th, 2018
City of Hollywood
Procurement Division
2600 Hollywood Blvd, Room 303
Hollywood, FL 33020

Dear City of Hollywood :

This letter is in regards to RFP 4579 18 PB, Transportation Circulator Services for the City of Hollywood. As requested, one original version of this letter, five (5) copies, and one electronic copy were turned in to the City of Hollywood Procurement Division at the City Clerks Office.

Freebee, its partners and affiliates have read and understood the RFP for the Transportation Circulator Services. Freebee understands the need to provide transportation services throughout Downtown Hollywood and Hollywood Beach, serving as a first and last mile transit service. Our goal is to help get cars off the road, make transportation more easily available, decrease time people spend in their vehicles looking for parking, reduce traffic congestion, and help make Hollywood a place where you can live, work, and play without the need of a personal vehicle.

Based on the Freebee team's expertise in running similar services, and its assessment of the transportation needs outlined in the request, Freebee has arrived at a feasible and realistic operating plan that ensures initial success, while maximizing the service's potential and longevity. It is the Freebee team's intention to set up, run and manage an electric transportation service that leverages efficiencies while maintaining a high level of service.

All the information in the proposal has been reviewed by the Freebee team and deemed accurate.

Sincerely,
Jason Spiegel & Kris Kimball
Managing Partners

Beefree, LLC d/b/a Freebee
2312 N Miami Ave
Miami, FL 33127
JASON@RIDEFREEBEE.COM
305-330-9450



SECTION 1.1 - INTRODUCTION

Mobility is the core element of sustainability. The ability to move people by multiple methods in addition to single passenger vehicles provides many benefits. Communities benefit from less street congestion and cleaner air. The elderly benefit from options that now allow them to continue living independently, even as they lose their ability to drive. Families and individuals benefit economically when they are able to reduce cars trips or not own a car at all. These days, more millennials and the younger generation are looking to live in places where they don't need to own a car. In order to continue making the City of Hollywood a world class destination, you must be able to provide world class mobility.

Transit begins the moment an individual decides they need to go somewhere. The traveler then evaluates the desirability of a transit trip based on multiple criteria for the entirety of the door-to-door journey. If the transit mode is convenient, reliable, cost-efficient, and safe; 9 out of 10 times you'll capture that rider.

This is where **Freebee**, the leader in first/last mile transportation, plays an important role in the City of Hollywood's transit ecosystem. There is nothing that will be more convenient, reliable, cost-efficient, and safe than being able to provide someone FREE, on-demand, door-to-door transportation. The ability to pick someone up where they are at, and take them wherever they need to go within a defined geographical area is the definition of convenience.

Freebee works hand and hand with municipalities to understand their community challenges and provide robust customized solutions to help tackle these issues. The success of our transportation platform has allowed the communities where we operate to flourish both from an economic and transit standpoint. With an entire organization focused on innovation and the customer experience, Freebee is the future of public transportation.

Within our industry, Freebee is the expert when it comes to designing, operating, and executing first and last mile transit systems. Our goal is to provide a turnkey on-demand transportation service that will help make Hollywood a place where you can live work and play without the need of a personal vehicle and improve the quality of life. In turn, this will enhance mobility, ease parking demand and traffic congestion, and will help the City of Hollywood attract the best businesses, residents, and visitors to the area.



FREEBEE PROFILE

Local/regional company with headquarters located in Miami at the address of:

2312 N Miami Ave
Miami, FL 33127

Freebee is a transportation company, specializing in on-demand first and last mile solutions. The company has expertise in helping municipalities meet and exceed their goals/objectives both from a transportation and economic development standpoint. Freebee's range of activities include transportation planning, design, turn-key execution, marketing, sponsorship/advertising sales, operations management, fleet maintenance management, and economic development.

Freebee has not been involved in litigation within the last 5 years.

AWARDS & RECOGNITION

Freebee is proud to be recognized by some of the most important and influential people and organizations in South Florida

2017 Miami-Dade County and City of Miami Key Recipient

Award given to organizations who are adding jobs and investment in our community. Over the last 3 years, Freebee has created over 30 jobs and invested over 1.5 Million Dollars into Miami-Dade County.

2016 Beacon Award Winner - Most Innovative Business

The Beacon Awards are annually bestowed to Miami-Dade County businesses who have led the way in providing the leadership to grow their industry.

2015 Community Development Block Grant (CDBG) Recipient

Freebee was awarded \$175,000 for economic development through the CDBG program for the creation of 20 new jobs. The funds are designed to support projects that generate economic development opportunities within Miami-Dade County. The projects are integrated in long range community strategies and leverage public-private partnerships to revitalize areas of Miami-Dade County.



RELEVANT WORK EXPERIENCE & OPERATIONS

Freebee operates a 40+ vehicle fleet, providing both on-demand and fixed-route services throughout Miami-Dade County. Freebee users can use the service within any of the municipalities where we operate; Miami Beach, Coral Gables, Downtown/Brickell, Key Biscayne, Coconut Grove, Miami Lakes, Wynwood, and Design District.

Project: City of Coral Gables

Dates: June 2017 - Present

Value: \$225,000 Annually (Before Advertising Subsidy)

"Freebee in the Gables"; On-demand, door-to-door first and last mile transit operating within Downtown Coral Gables. The fleet operates 7 days a week from 11am-11pm within about 1.5 square miles from the center of Miracle Mile. The service is extremely popular with all of the residents, workers, and visitors in the area. Freebee has turned Downtown Coral Gables into a community where you can go without needing a personal vehicle. This service is funded by the City of Coral Gables and portion of the cost subsidized through advertising.

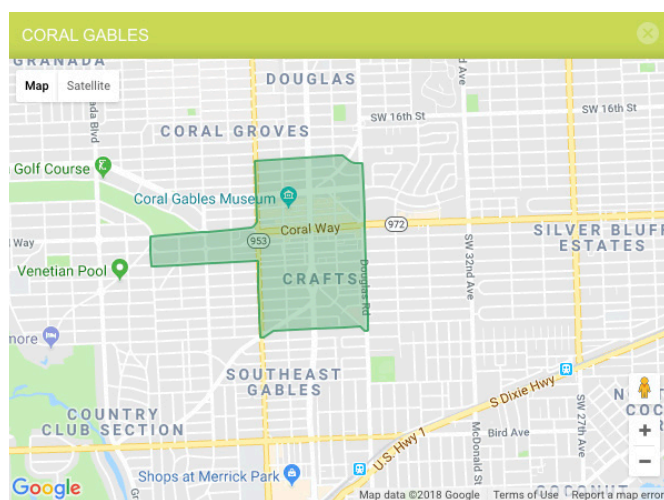
Project: Village of Key Biscayne

Dates: Dec 2017 - Present

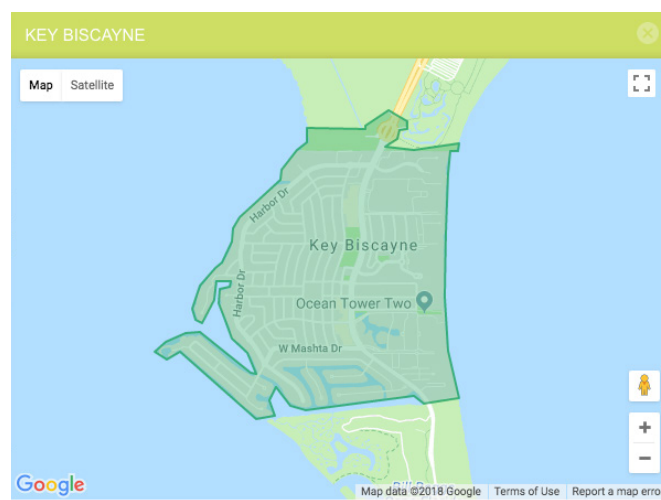
Value: \$395,000 Annually (Before Advertising Subsidy)

"Freebee on the Key"; On-demand door-to-door first and last mile transit operating throughout the entire Village of Key Biscayne. Freebee operates 7 days a week; 8am - 8pm Sunday - Thursday, 8am - 10pm Friday, and 10am - 10pm Saturday. The Freebee service has been a huge success on Key Biscayne in helping keep cars off the road, reducing congestion, and easing parking issues. Funded by Village of Key Biscayne and subsidized through advertising.

"Freebee KB Loop"; Fixed-Route transit system operating a 15-stop loop around Key Biscayne's Crandon Boulevard and Harbour Drive. With 2 vehicles on the loop, headway is kept to under 15 minutes. Funded through Village of Key Biscayne using PTP CITT funds.



Coral Gables



Key Biscayne



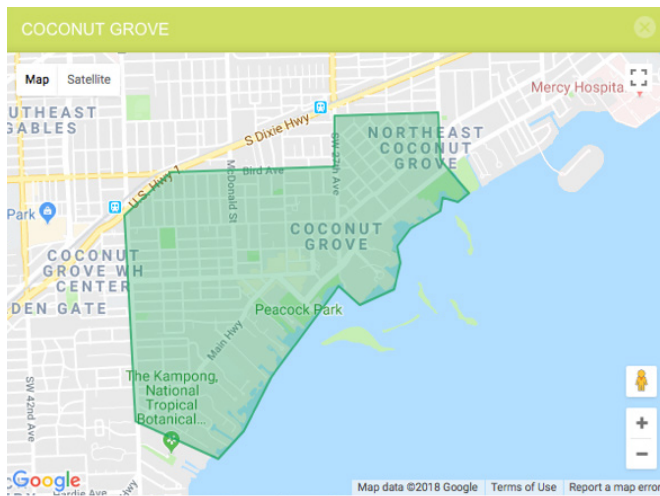
RELEVANT WORK EXPERIENCE & OPERATIONS

Project: Coconut Grove

Dates: Feb 2018 - Present

Value: \$110,000 Annually (Before Advertising Subsidy)

"Freebee in the Grove"; On-demand door-to-door first and last mile transit operating throughout Coconut Grove. We operate 4 days a week, 5pm - 11pm Thursday and Friday, 11am-11pm Saturday, and 11am- 8pm Sunday. The Freebee service was brought in to Coconut Grove to help provide door-to-door transportation within its entertainment district. Funded by Coconut Grove BID and subsidized through advertising.



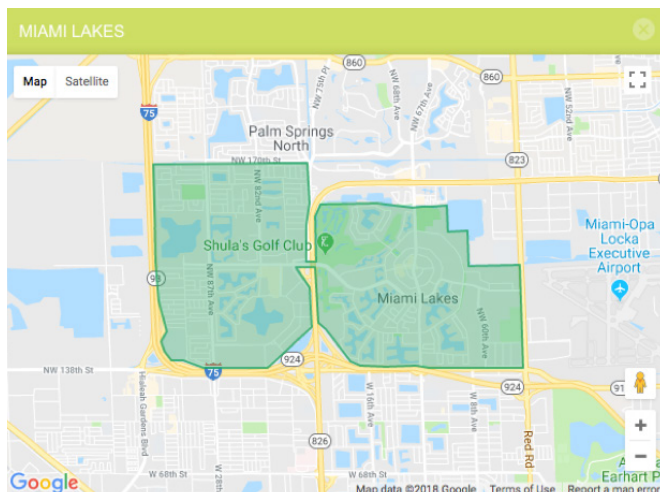
Coconut Grove

Project: Town of Miami Lakes

Dates: Jan 2018 - Present

Value: \$162,000 Annually (Before Advertising Subsidy)

"Freebee in the Lakes"; On-demand door-to-door first and last mile transit operating throughout the entire Town of Miami Lakes. We operate 6 days a week, from 8am - 3pm Monday- Friday, and 10:30am-12:30am on Sunday. The Freebee services 95% residents within this territory and is very popular with the seniors (60+). Funded by Town of Miami Lakes and subsidized through advertising.



Miami Lakes



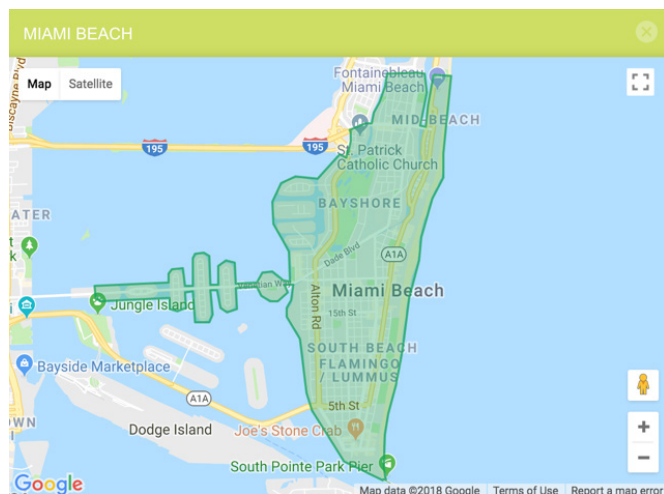
RELEVANT WORK EXPERIENCE & OPERATIONS

Project: City of Miami Beach

Dates: 2012 - Present

Value: No Government Subsidy; All Advertising/Sponsorship Based

On-demand door-to-door first and last mile transit operating on Miami Beach from 1st - 44th st, from the bay to the ocean, including the Venetian Islands. We operate 7 days a week, 12pm - 12am Monday - Wednesday, and 12pm - 2am Thursday - Sunday. Miami Beach is our most popular zone and our highest ridership. Funded 100% through advertising revenue.



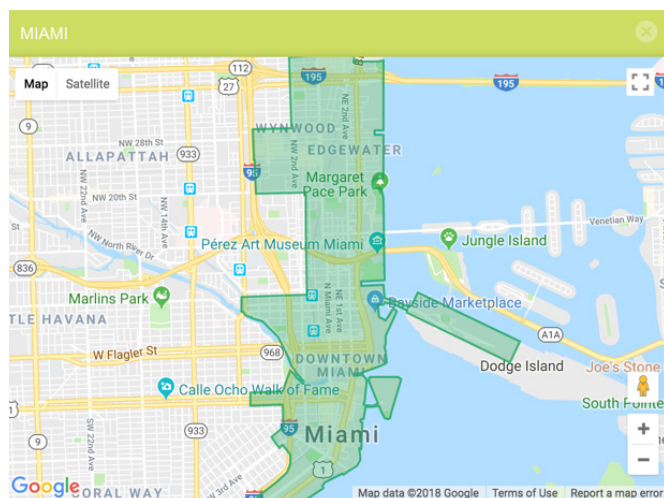
Miami Beach

Project: Mainland; Downtown, Brickell, Wynwood, Midtown, Design District

Dates: 2014 - Present

Value: No Government Subsidy; All Advertising/Sponsorship Based

On-demand door-to-door first and last mile transit operating on from the edge of Brickell, next to Rickenbacker Casueway, through Downtown, Wynwood, Edgewater, Midtown, and ending in Design District. We operate 7 days a week, 11am- 11pm Sunday - Thursday, and 11am - 2am Friday and Saturday. Miami Beach is our most popular zone and our highest ridership. Funded 100% through advertising revenue.



Miami



RELEVANT WORK EXPERIENCE & OPERATIONS

Project: Hallandale Beachwalk Resort

Dates: 2014 - Present

Value: \$182,400

Fixed-route shuttle service between Hallandale Beachwalk Resort parking garage and the Beach on Hallandale Beach Blvd. This service is provided 7 days a week from 8am - 6pm.

Funded by Beachwalk Resort



APPROACH & METHODOLOGY

In order to accomplish the goals and objectives that have been set out by the City of Hollywood, Freebee recommends a proposed transportation solution combining both on-demand and fixed-route service. Our approach breaks the territory down into three sections; Downtown Hollywood, Hollywood Beach, and the Hollywood Connector; which will allow for easy maneuverability and connections between the beach and downtown.

Both Hollywood Beach and Downtown Hollywood will be geofenced within the 'Ride Freebee' app so that consumers are able to request on-demand, door-to-door electric transportation anywhere within the designated boundaries. There are two ways to catch a Freebee ride; on-demand capability with the 'Ride Freebee' mobile app giving anyone with a smartphone the ability to request a ride through the app and be picked up and dropped off within the designated Hollywood perimeters. OR 'Flagging' a vehicle down if you see it passing by.

If a passenger is needing to go from Downtown Hollywood to Hollywood Beach, or vice-versa, they are able to request a ride to the nearest Hollywood Connector stop which will connect them to their final destination. Users who originate from Hollywood Beach will have a button on the home screen of the 'Ride Freebee' app that connects them to Downtown Hollywood. Users who originate from Downtown Hollywood will have a button on the home screen of the 'Ride Freebee' app that connects them to Hollywood Beach. They can also click the "Hollywood Connector" tracker on the bottom of the 'Ride Freebee' app to see live positioning of the vehicles. (See page 17 for visual explanation).

Freebee will assign a Territory Performance Manager who will work closely with the City of Hollywood to determine specific goals and metrics. The Territory Performance Manager will be responsible for driving consistent performance on a day to day basis and will provide weekly and/or monthly reports to the City of Hollywood. Freebee has state of the art data capture capabilities and will build out a custom dashboard for the City of Hollywood that can be tracked live. Based on constant analysis of the data, we are able to adjust our operations to continuously maximize efficiencies

All drivers of the program are W2 employees of Freebee who double over as city ambassadors for the City of Hollywood. These ambassadors are trained on Hollywood's history, messaging, and events; and are expected to provide the highest level of customer service when representing the City of Hollywood. Our driver Ambassadors are a rolling information desk on wheels providing consumers with recommendations and information on what to do and where to go within the area.

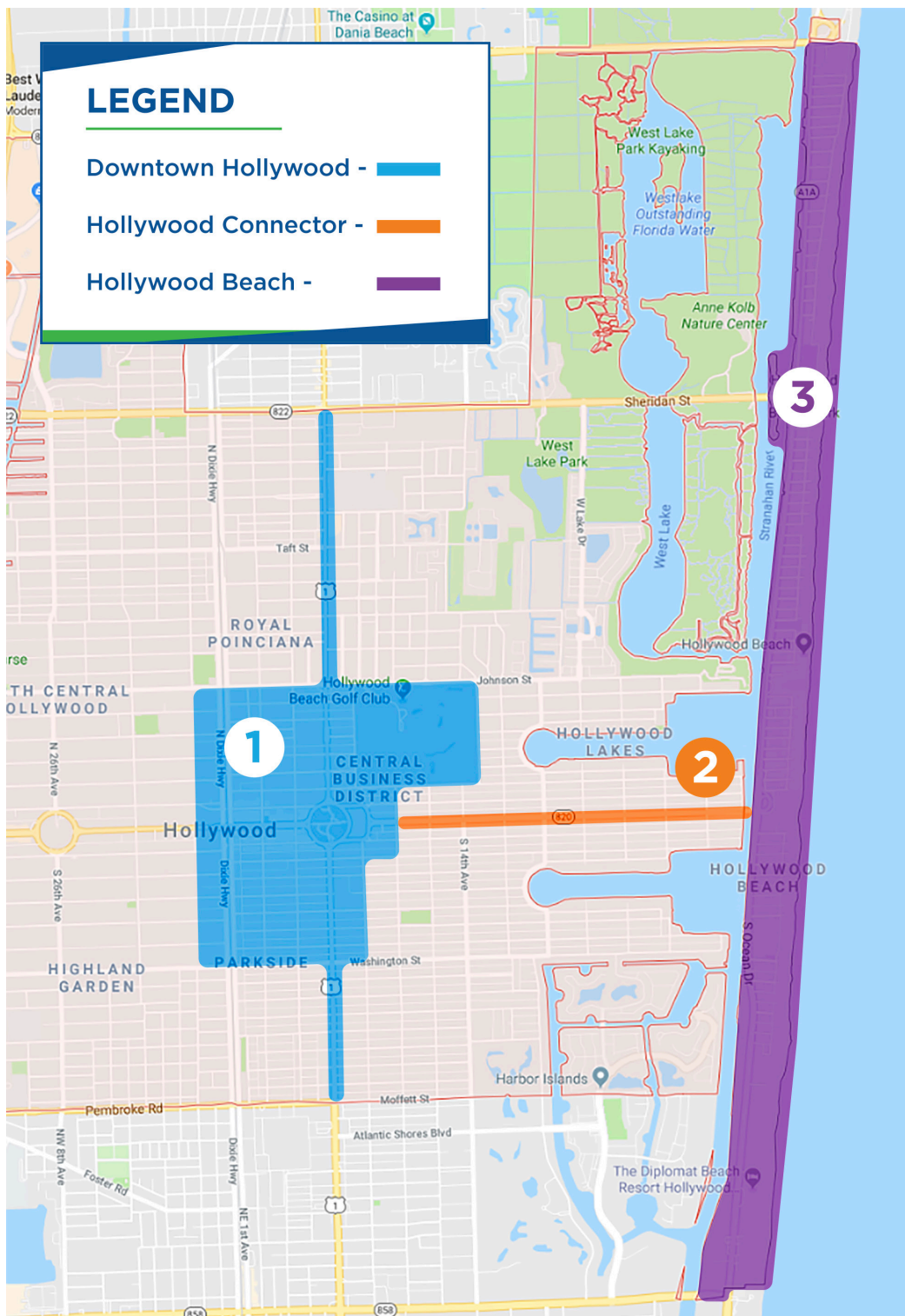
Freebee's platform also promotes opportunity to spur economic development as our service provides for door-to-door transportation to the footstep of local businesses. We allow these local businesses to promote themselves through the 'Ride Freebee' app and offer exclusive deals and discounts to attract traffic to their business. This promotion is free to all local businesses, and communicated that its provided courtesy of the City of Hollywood.

In order to work within the City of Hollywood's budget constraint, Freebee will sell advertising sponsorship to the business community to help subsidize a large portion of the program. Based on Freebee's longstanding expertise in selling advertising, we are confident that Freebee will be able to generate enough advertising revenue to provide this service at the lowest cost to the City of Hollywood.



HOLLYWOOD SERVICE AREA

Hollywood is a very large and populated area with many residents, workers, and visitors. In order to maximize ridership and minimize wait time for service, the entire territory was broken up into three separate zones; Downtown Hollywood, Hollywood Beach, and the Hollywood Connector. The zones were broken up based on connecting to current transit as well as the proximity to retail and business/hotel districts.



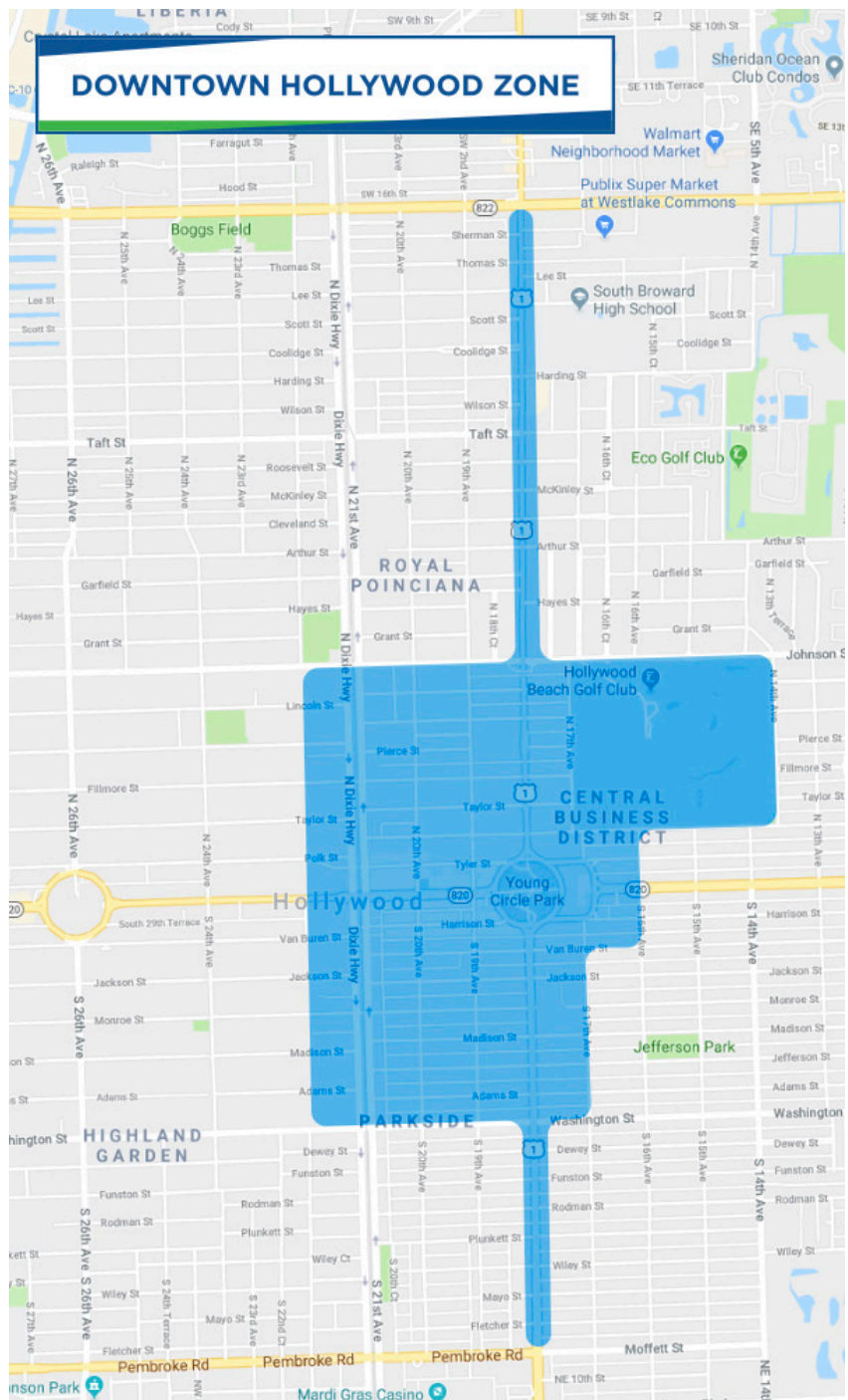
DOWNTOWN HOLLYWOOD

Service Type: Free On-Demand, Door-to-Door Transportation

Vehicle Requirement: 2-3 Vehicles

Local Transit Connections: Trolley System, "Train to Trolley" connection, and Broward County Bus System.

Proposed Service Hours: 5pm - 12am Thursday - Sunday, No Service Monday - Wednesday



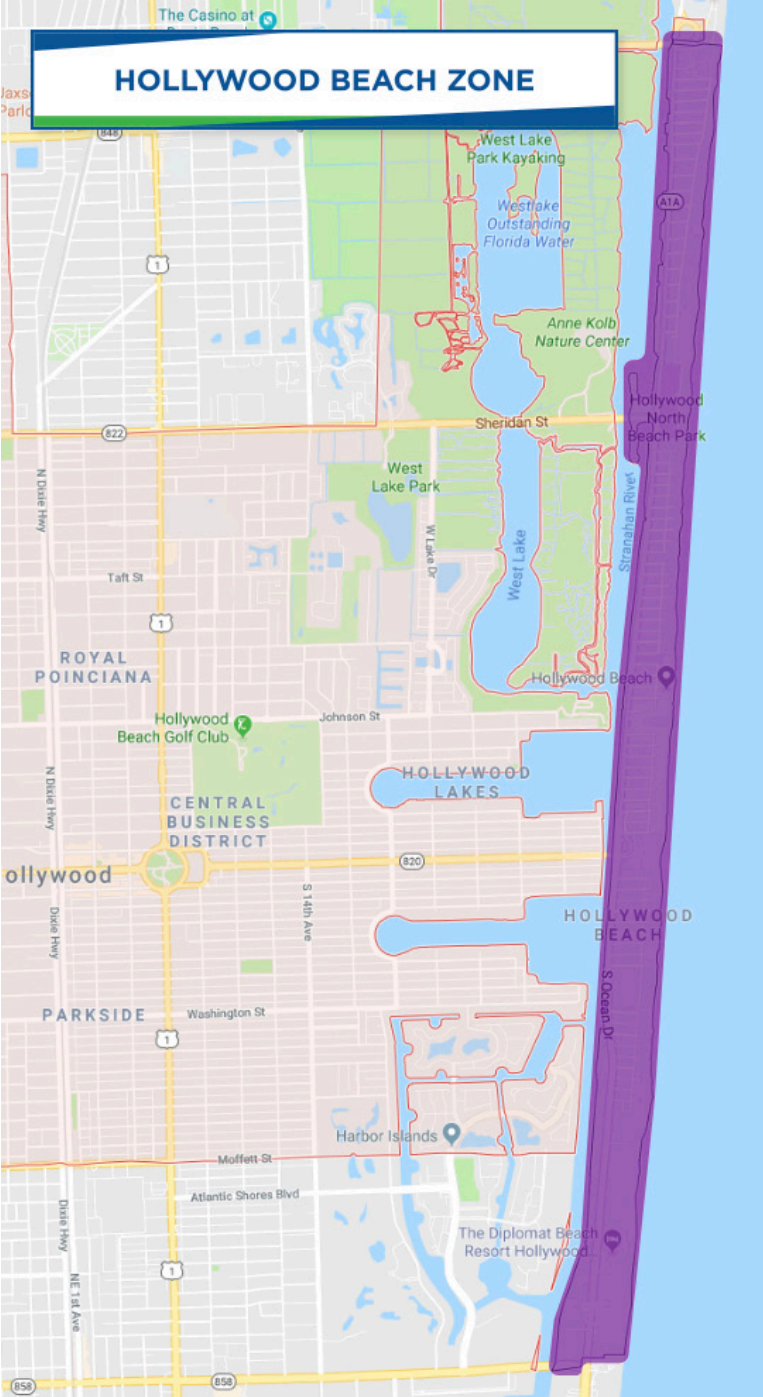
HOLLYWOOD BEACH

Service Type: On-Demand, Door-to-Door Transportation

Vehicle Requirement: 4-5 Vehicles

Local Transit Connections: Trolley System and Broward County Bus System.

Proposed Service Hours: 11 am - 10pm Monday - Thursday, 11am - 12am Friday, 8am - 12am Saturday and Sunday



HOLLYWOOD CONNECTOR - REQUIRES 2 VEHICLES

Service Type: Fixed-Route Transportation

Local Transit Connections: Downtown Hollywood with Hollywood Beach.

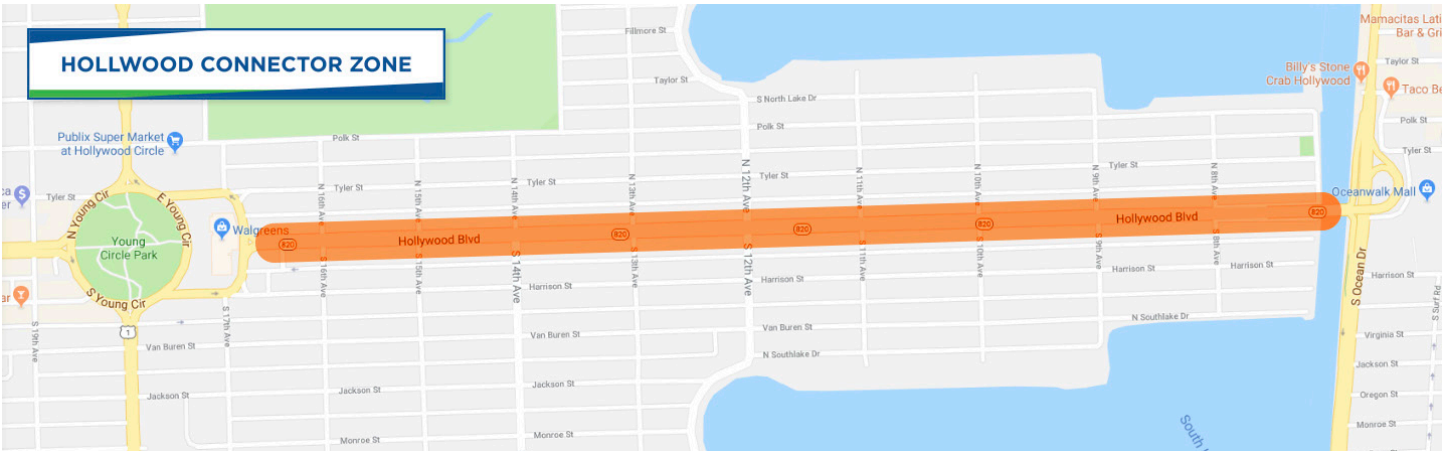
Beach/Downtown Connection Locations: one at the edge of the CRA Downtown Hollywood district, one at the end of the bridge on Hollywood Beach.

Vehicle Requirement: 2 Vehicles

Headway: 10 minutes

Proposed Service Hours: 11 am - 10pm Monday - Thursday, 11 am - 12am Friday, 8 am - 12am Saturday and Sunday

Freebee will work hand in hand with the City of Hollywood/CRA to help change the speed limit from 40mph to 35mph.



SECTION 1.13 - FREEBEE APP INTRODUCTION

The Ride Freebee mobile app is a cutting-edge technology that has been fully operational since 2015. With over four and a half years of development invested into this particular project to date, the Ride Freebee mobile application delivers a comprehensive experience to seamlessly connect people in need of transportation with professional chauffeurs, making the transportation process fun, quick and efficient. The design, look and feel of the app is far and away the gold standard of any existing mobile apps in the free-ride industry, and the functionality and backend data collection system is built out with the capability to track every piece of data. The Ride Freebee app is available in both the Apple Store and Google Play Store, for both iPhones and Android devices, and is accessible to anyone with either device. Four clicks of a button later, a rider can be connected with a driver instantly, without the need for a dispatch. Overall, the experience is stress-free and fun, giving riders the freedom to browse local recommendations, and even enter their favorite music selections to enjoy on their ride.

Upon downloading the Ride Freebee mobile app, each user is prompted to sign up with either an email address or Facebook login. This data collected during the signup process can be extremely valuable in the future, especially when factoring in the behavioral statistics of each rider and seeing how it matches up with a particular criteria.

Once on the Freebee home dashboard, users have several options as to what they can do next. They can either request a pickup, browse awesome local deals in the area, browse our recommended "Places To Bee" for tips of great places to travel to locally, they can view or share photos and videos of other users' experiences through "The Hive," or they can click the "Take Me Here" button, which is a direct link to Freebee's daily or weekly "Place To Bee," prominently featured on the dashboard of the app.

The most popular button is the "Request a Pickup" button, which automatically pin points a user's exact location on a google map. On that screen, users can view the parameters of Freebee's services areas, and although they can move their drop pin to another location, it is recommended to let the technology do the work for you and locate your current position via GPS. Once a user's pickup location has been set, they can confirm by pressing the "Set Pickup Location" button. The next screen essentially asks the user, "where are you going," prompting the user to enter a destination. Users can either enter the destination address manually, choose from their favorites, choose from recent locations, or choose their destination through our categorized "Places To Bee" section.

The "Places To Bee" section highlights Freebee's recommended "hot spots" within each territory, broken up into popular categories, such as bars, restaurants, entertainment, shopping, deals, etc. The user can then browse several participating establishments within each category, and hone in on each establishment, viewing a photo carousel specific to each venue, their phone number, website and address. In some cases, there may be a deal associated with a "place to bee," which the user can also view before making a decision as to where to go. Once the user makes his/her mind up as to their destination, they can simply press "Take Me Here" and advance to the next screen. Once on the next screen, the user receives a recap of their starting location and ending destination at the top of the screen, and then prompted to enter the number of people that they are requesting a ride for. That data is all tracked on the backend CMS system, and logged to each



SECTION 1.13 - FREEBEE APP INTRODUCTION

ride request once the user clicks "Send to Driver." Once the user clicks that button, the ride is sent off with all the ride details to the Driver Queue.

Once selected by a driver, users are notified of the name of their driver, the look of the car that is picking them up, as well as an automatic chat message that asks them to confirm their pickup and drop-off locations. Once they confirm back with the driver that they are still in need of a ride, the app advances to the "Buzzing Towards You" screen. On this screen, users are given an estimated time of arrival, and can also view their driver's profile photo, chat with their driver, track their Freebee car on a real-time GPS map, and further explore "Places To Bee" and "The Hive." When the driver arrives, the user is notified and the fun and exciting "Freebee Jingle" begins to sound on the user's phone.

After the driver picks up the passengers and gets everyone to buckle up, the Freebee driver enters the number of men and women in the car, which is tracked on the backend CMS system. When those numbers are entered, the ride time begins to calculate until the ride has ended, which is also available on the backend CMS system. Meanwhile, the user is immediately directed to "The Hive," where they are prompted to take videos and pictures of their experience riding with Freebee. The user can also browse "Places To Bee" if they want to ask their driver specific questions about nearby recommendations and/or local deals.

Once the ride is completed, the driver logs the actual drop-off destination, which may have been changed throughout the course of a ride, and lets the passengers out of the Freebee. At the end of a ride, the driver is prompted to rate the user's behavior and the user is asked to rate the driver's performance, along with an option to leave specific notes on each ride about their experience. If a user was dropped off at a place with a participating Freebee deal, he/she can redeem the deal at the establishment by showing a manager the Freebee app deal. The managers physically press the "redeem" button on the user's app, which in many cases can only be used once or twice a month, depending on the client's guidelines. At the end of the experience, a ton of data is captured from the ride, passengers have been charmed and informed about the latest happenings around town, and are safely delivered to their destination.

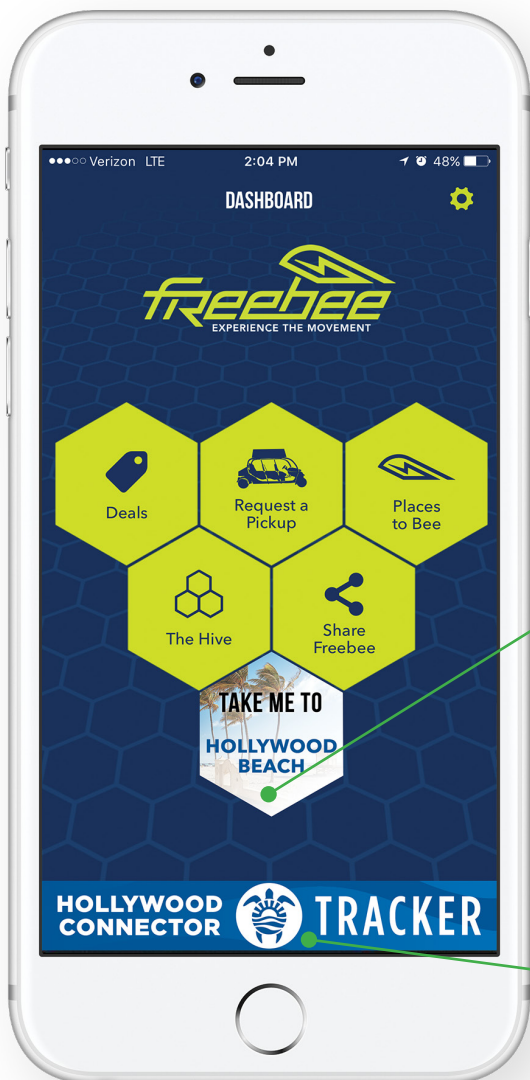


RIDE FREEBEE APP FOR CITY OF HOLLYWOOD

Users will be able to request on-demand, door-to-door rides within the Hollywood Beach and Downtown Hollywood zones for FREE. This solution will provide seamless first & last mile connections to the trolley and bus system, as well as minimizing single occupancy trips for short distances.

The Ride Freebee app will be geo-fenced for each of the two Hollywood zones; Downtown and Hollywood Beach, and will feature an integration with the Hollywood Connector system. Transit users can open the Ride Freebee app and will see real-time tracking, as well as the ability to request on-demand rides to anywhere within the zone. Additionally, the "Place's To Bee" section of the app will only feature local Hollywood businesses.

DOWNTOWN HOLLYWOOD INTERFACE



HOLLYWOOD BEACH INTERFACE



Click here to go to the closest Hollywood Connector Stop

Click here to track live location of vehicles



VEHICLES

The vehicle model used for this transportation solution is the GEM e6 model. These vehicles come with full hard doors and roll up windows in order to operate in rainy conditions. Each vehicle will be equipped with lithium ion batteries, that will provide 70 miles to the charge and a level 2 charger for fast charging capabilities. Additionally, within each zone, we will have 1 vehicle that is ADA accessible so anyone with a disability is still able to use the service.

Freebee will invest in all new vehicles for the program and is ready to spend up to \$1,000,000 in capital costs as the program continues to expand.



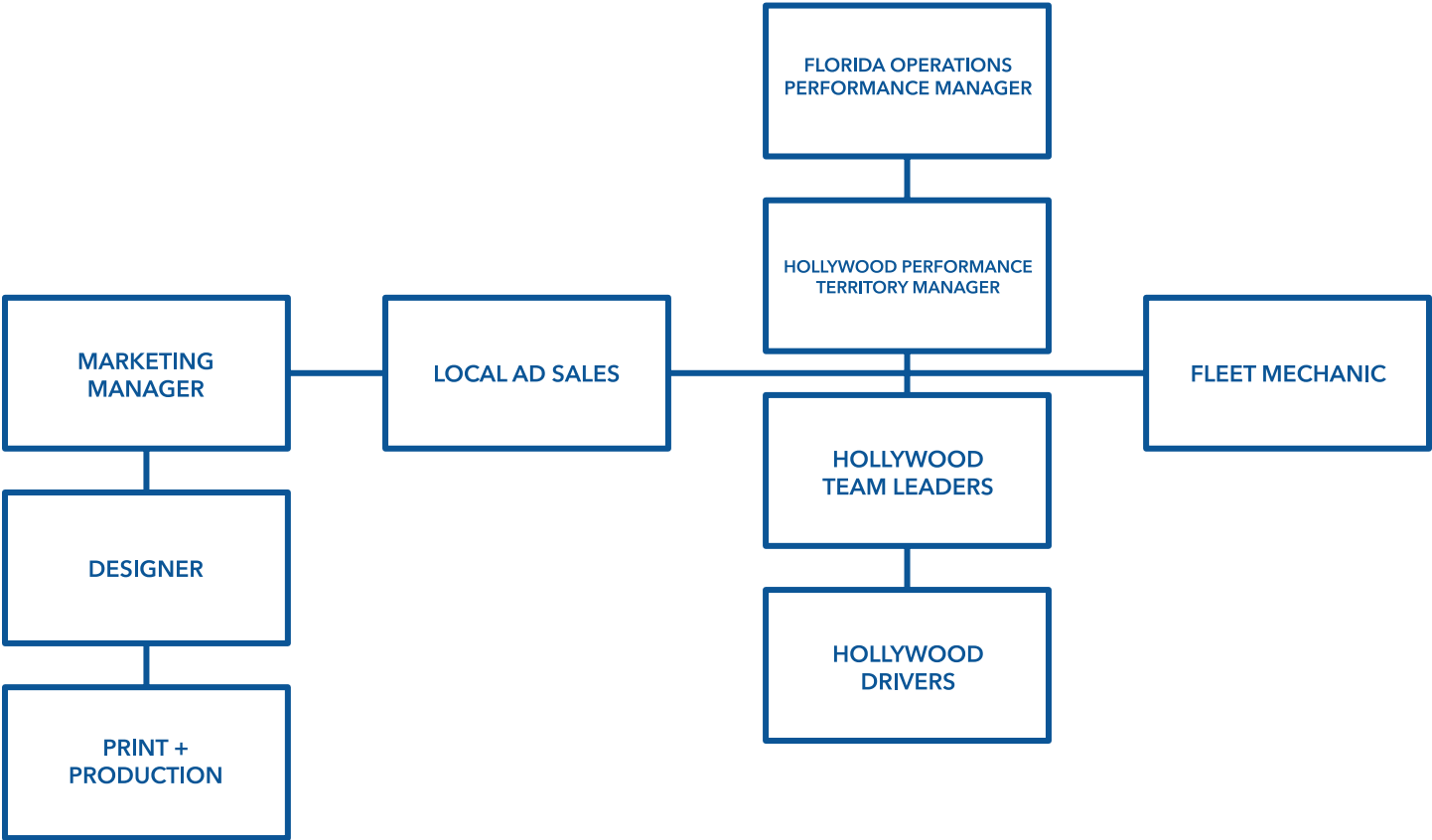
CHARGING CAPABILITIES

We leverage our proprietary trade secrets learned through problem solving to further increase the daily range and total lifespan of the vehicles. Freebee has developed the most efficient ways to operate, rotate and recharge the vehicles in order to maximize battery longevity.



SECTION 1.5 - ORGANIZATION CHART FOR FREEBEE HOLLYWOOD

Freebee has established a senior management team that possesses extensive industry experience. We believe that our management’s successful past performance and deep understanding of our clients’ needs have been key differentiating factors in competitive situations. Our organization is experienced not only in driving performance but also in successfully managing and executing assignments. These talented individuals will be instrumental in delivering a consistent high level of performance for the City of Hollywood



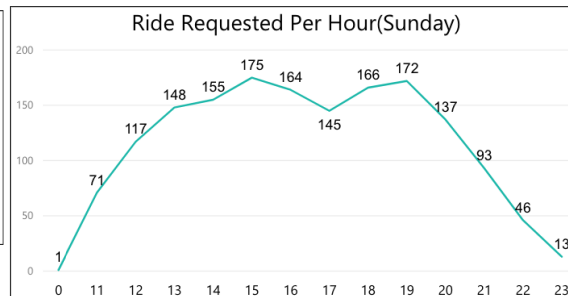
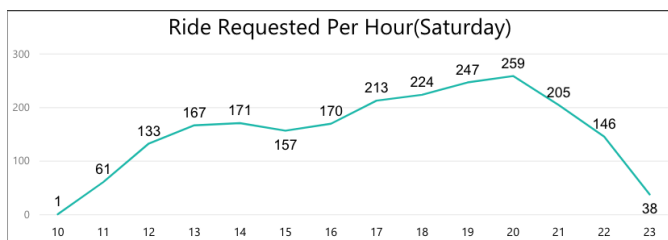
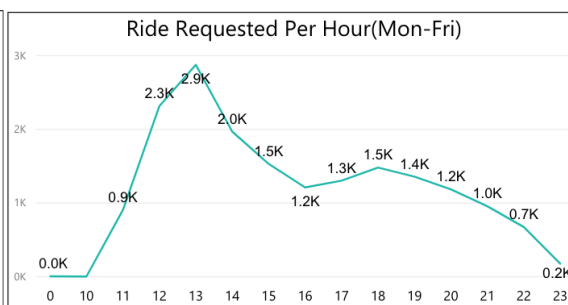
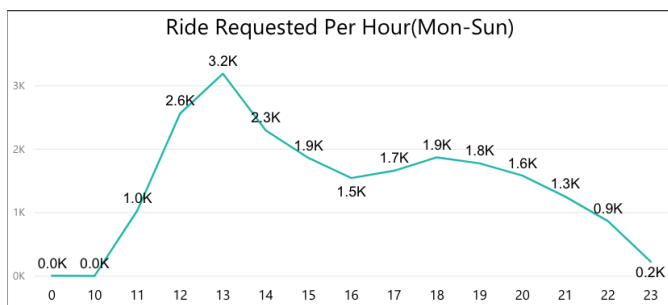
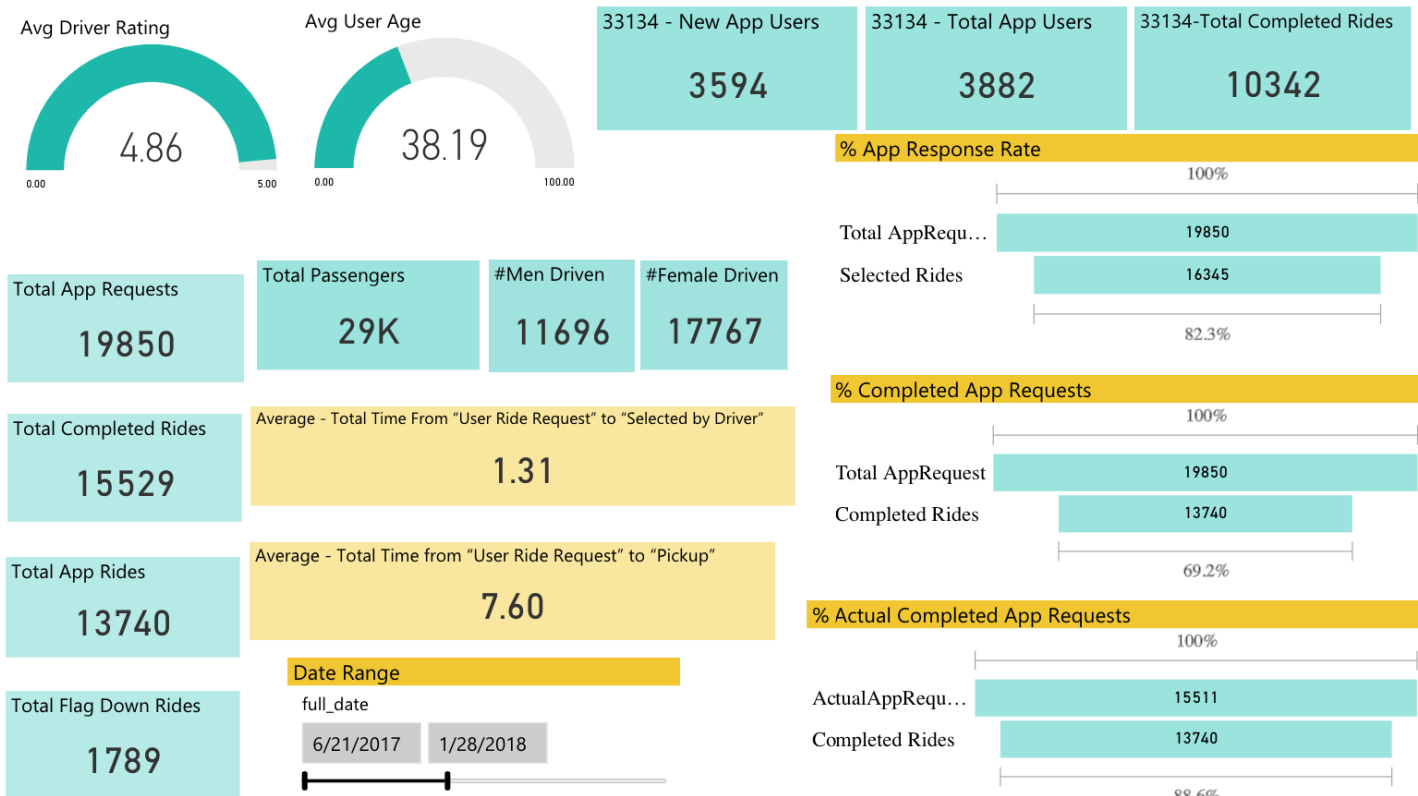
DRIVER UNIFORMS

A Freebee brand ambassador's uniform is more than just something to wear. It symbolizes a dedication to professionalism, customer service, and the understanding of creating consistent positive experiences.



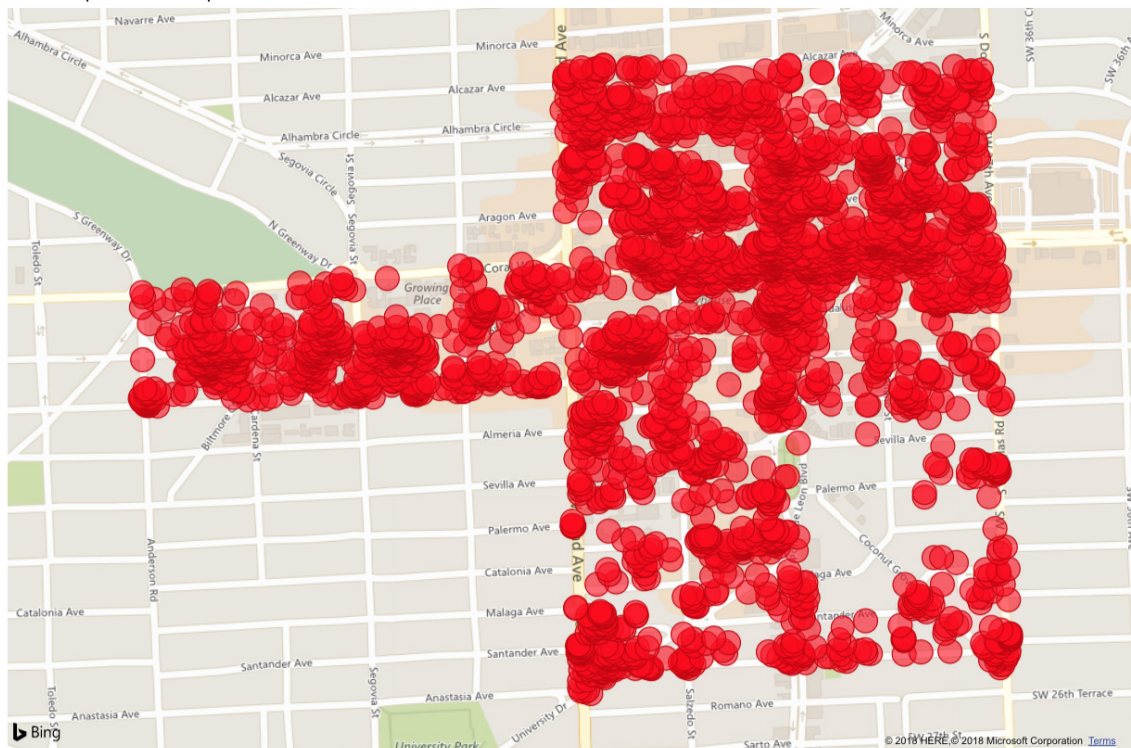
1.14 - DATA COLLECTION

Freebee has one of the most advanced data collection systems in the industry. This data is then used to enhance planning and management, and support business processes and decision-making. This greatly enhances the ability for our managers to improve the effectiveness and efficiency of our service. Every piece of moving data is tracked and we will build out custom live dashboards for the City of Hollywood for real time tracking.



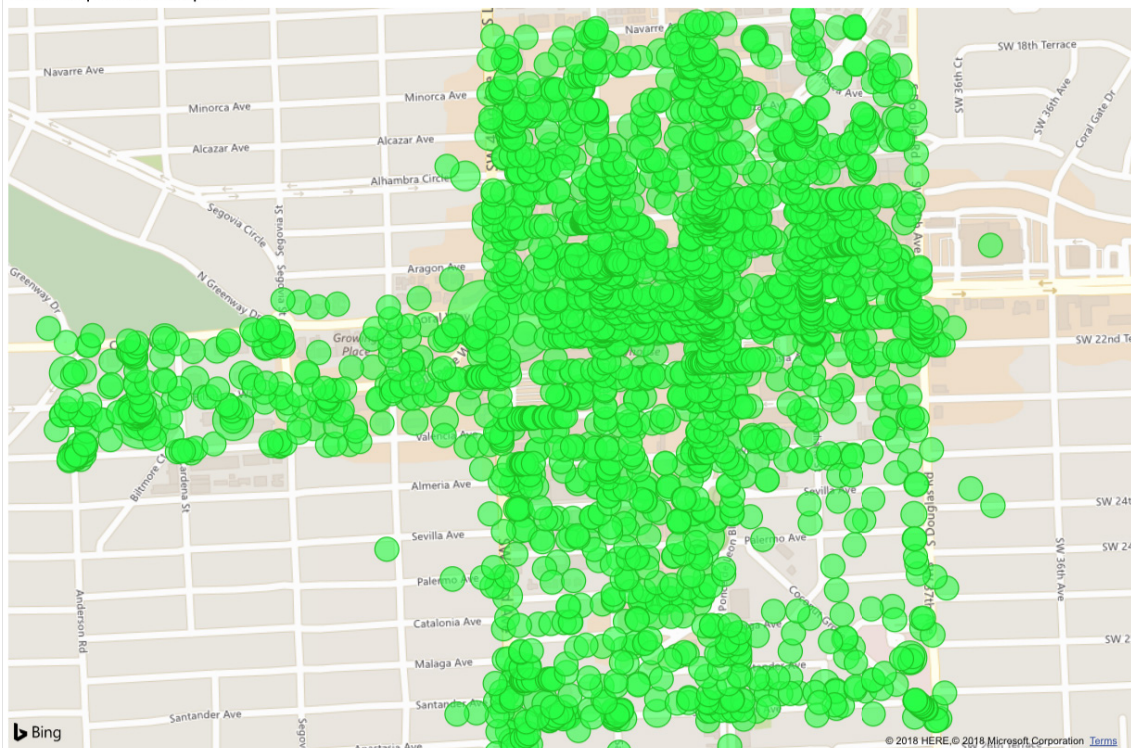
1.14 - DATA COLLECTION

Ride Requested Pickup



Date Range
created
12/1/2017 1/29/2018

Ride Requested Drop-Off



Date Range
created
6/21/2017 1/30/2018



SECTION 1.15 - OUTREACH & MARKETING EXPERTISE

Freebee has a full in-house creative, marketing, and video team. From designers to marketing experts to videographers, Freebee is able to execute outreach campaigns at the highest level possible. These are a few of the strategies we will use to market this new service in Hollywood:

- Press Releases
- Community Engagement: our team will spend weeks on the streets talking to people and educating them on the new service
- Create vehicle markings on the outside of the vehicles for promotion of the service
- Design marketing collateral to hand out to all the passengers
- City Ambassador drivers who will continuously educate consumers about this new service
- Social Media advertising
- In house video team that will create a short video about the service which will be shared online
- Promotion of the service on our Freebee mobile app to our 100,000+ plus users
- Cross promotion with local businesses

KB LOOP TRACKER

CLICK
Download the Ride Freebee mobile app from the App Store or Google Play Store.
To view the KB Loop Tracker, simply open your Ride Freebee app and click the banner ad at the bottom of the Dashboard screen.
You can also log onto <http://Info.ridefreebee.com> to view the Tracker from a web browser.

VIEW
Track the KB Loop electric vehicles as they make their way from stop to stop.
There are currently two vehicles that circulate from 11am-7pm daily, guaranteeing service at each stop every 20-30 minutes.
Please note: Each driver will take a 30-minute lunch break every day. During these times, you will see only one vehicle on your Tracker.

Freebee
KB LOOP
courtesy of



VILLAGE OF KEY BISCAINE
FLORIDA



Freebee
KB LOOP




download the
Freebee
app now

HOURS OF OPERATION:
11AM - 7PM DAILY



Look for the KB Loop sign at each stop!

Freebee
KB LOOP



KB LOOP ROUTE

ALL ABOARD THE FREEBEE KB LOOP!
Hop on, hop off at any of our conveniently-located stops around the Village of Key Biscayne:

STOP 1: CRANDON BLVD / HARBOR DR
STOP 2: CRANDON BLVD / SONESTA DR
STOP 3: CRANDON BLVD / E HEATHER DR
STOP 4: CRANDON BLVD / VILLAGE GREEN WAY
STOP 5: CRANDON BLVD / E ENID DR
STOP 6: WESTWOOD DR / CRANDON BLVD
STOP 7: WESTWOOD DR / WOODCREST RD
STOP 8: WESTWOOD DR / WARREN LN
STOP 9: WESTWOOD DR / CURTISWOOD DR
STOP 10: HARBOR DR / WESTWOOD DR
STOP 11: HARBOR DR / HARBOR LN
STOP 12: HARBOR DR / W MCINTYRE ST
STOP 13: HARBOR DR / HARBOR CT
STOP 14: HARBOR DR / CYPRESS DR
STOP 15: HARBOR DR / WOODCREST RD
STOP 16: HARBOR DR / FERNWOOD DR

PICKUP EVERY 20-30 MIN GUARANTEED

FACEBOOK.COM/RIDEFREEBEE
@FREEBEELIAN
INFO@RIDEFREEBEE.COM

* <http://kblog.ridefreebee.com> for web viewing



SECTION 1.13 - ECONOMIC DEVELOPMENT

Freebee makes life better for everyone in the areas we service. This is combined with our friendly and knowledgeable City Ambassador drivers. All of the perks Freebee provides are a big draw for people deciding to live, work, and visit Hollywood. Additionally, Freebee saves everyone money so they are not having to rely on their personal vehicles.

We also make it very easy for consumers to get to local businesses without having to search for parking, or walk, or take some other more expensive form of transportation to get there. The less money people spend on transportation and parking, the more they will probably spend at the businesses and in Hollywood. Additionally, Freebee can feature these businesses on our Freebee mobile app in front of our 100,000+ users. These businesses can even offer deals on the Freebee App to further incentivize customers to come to their locations. Additionally, our City Ambassador drivers will be educated on these local businesses and can speak highly about them to all the passengers.

Freebee drivers can be trained to spread the word about any City messaging, events, etc that the City of Miami Beach chooses. The City can update us with new information or events as often as they choose and our management team will make sure our drivers are well versed in spreading these messages. We can also promote this messaging using the video monitor in each of our Freebee vehicles to either play commercials or slideshows of still images. We can hand out any marketing materials for community events and promote these events through our social media channels as well.

Driving traffic and promoting local business is the definition of what Freebee does and we do it with a smile. We take these people door to door from where they are to where they need to go, within our service areas.



TIMELINE - PLAN OF ACTION

Day 1

Begins at contract execution

Weeks 1-4

Vehicle Procurement: Purchase of brand new electric vehicles for Hollywood territory (6-8 lead time on delivery)

Technology Build-out for Hollywood: App development for Hollywood geographical area (4-6 lead time on finalized build)

Sponsorship Sales: Sales team begins educating local organizations on sponsorship opportunities (Sponsorship sales will be completed before launch)

Week 5-6

Driver Hiring: Recruitment and interviewing begins with potential candidates for the Hollywood operation (2-3 weeks)

Week 7

Driver Selection: Analysis and selection of drivers (1 Week)

Week 8-9

Driver Training: Customer Service, Safety, Driving, and Technical Skill training

City Ambassador Training: City of Hollywood in-house education with City Staff for Drivers

Vehicle Buildout: After the vehicles are delivered, they go through a process of customization adding additional experiential features. (2 Week process)

Vehicle and Collateral Design: Design of all marketing, promotional, and vehicle design

Week 9-12

Press Release and Community Outreach: Implementation and execution of pre-launch community outreach strategy

LAUNCH



VENDOR CAPABILITIES

Company Description: Freebee is a transportation company, specializing in on-demand first and last mile solutions. The company has expertise in helping municipalities meet and exceed their goals/objectives both from a transportation and economic development standpoint. Freebee's range of activities include transportation planning, design, turn-key execution, marketing, sponsorship/advertising sales, operations management, fleet maintenance management, and economic development.

Annual Revenue: \$3.5 Million (2018 Projected)

Facilities Location: Corporate Headquarters; 2312 N Miami Ave, Miami
Garage facilities; Miami Beach (500 Lenox Ave, Miami Beach), Mainland
(2412 N Miami Ave, Miami), Miami Lakes (16500 NW 87th Ave, Miami Lakes), Key
Biscayne (10 Village Green Way, Key Biscayne), Coconut Grove (2640 S Bayshore Dr,
Coconut Grove), Coral Gables (51 Aragon Ave, Coral Gables)

Full Time Employees: 42

Part Time Employees: 13

Current Workload: Focused on South Florida; Miami Beach, Miami/Downtown/Brickell/
Wynwood, Key Biscayne, Coral Gables, Coconut Grove, Miami Lakes,

Strategic, Financial, and Technological Capabilities: Freebee has enjoyed major success within the transportation industry due to it's ability to innovate and respond to changing customer needs. Freebee's employees have played a crucial role in helping sustain competitiveness by establishing internal structures and processes that drive our core capabilities. Not only has Freebee been able to attract the best talent, but more importantly, has been very effective in developing strategic processes to drive organizational competencies. The culture and attitude of the principals we have adopted help guide the behavior of our talented individuals. Freebee's organizational capabilities focus on innovation, accountability, and a shared mindset between our employees and customers.

Innovation and Collaboration: One of Freebee's most important organizational capabilities is innovation. The company's culture breeds and encourages innovation through every aspect of the business. With the understanding that challenges are part of business, our team is trained to always look at challenges in a solution driven way. Weekly meetings are held between all the various departments to continuously improve and innovate on our processes and procedures which helps drives innovation. Through these processes, we are implementing research and development and reward our employees for these strategic breakthroughs. These breakthroughs include innovation in products, business strategies, and internal processes; which in turn has helped drive strategic, technological, and financial innovation.

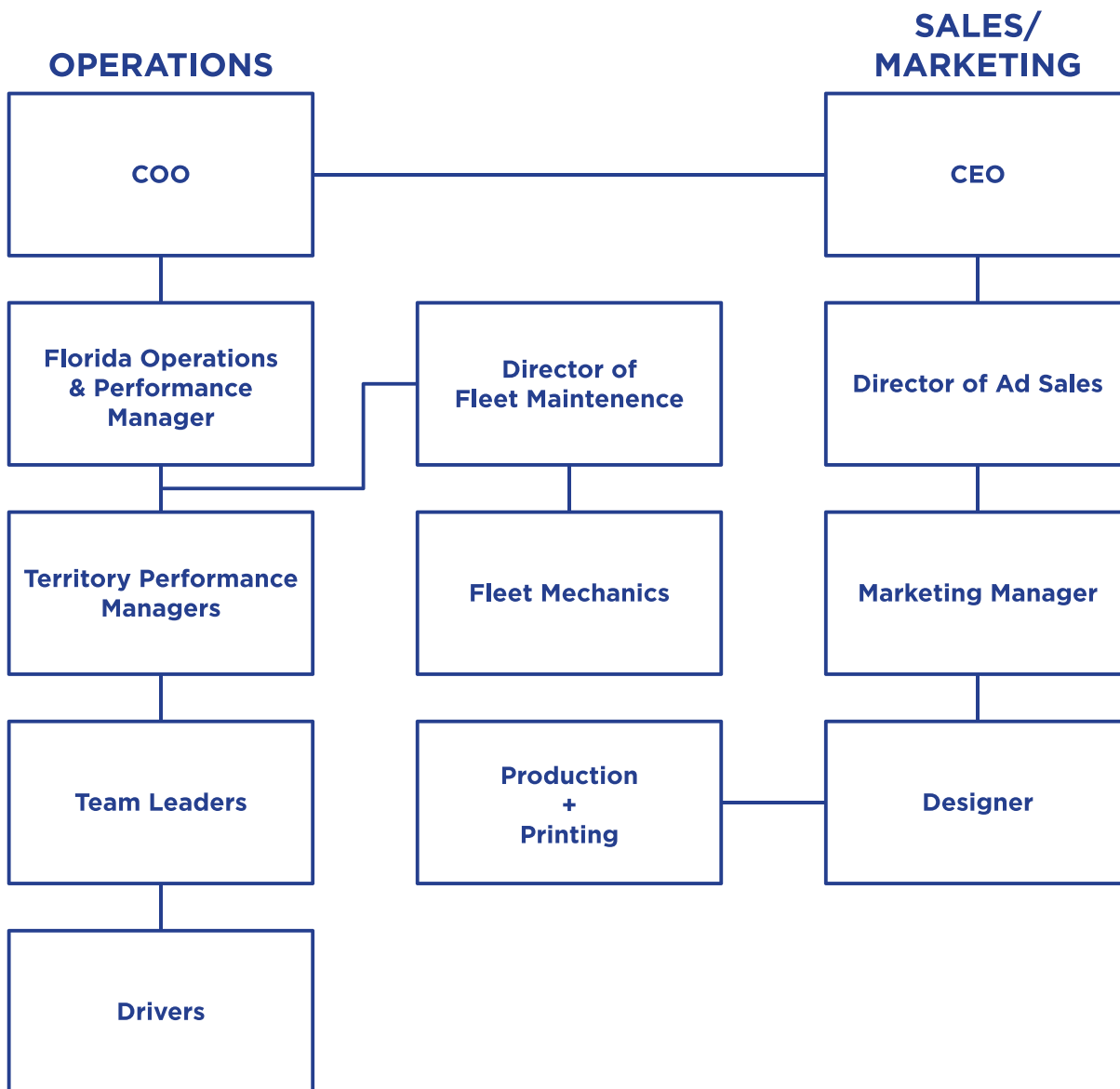


VENDOR CAPABILITIES

Accountability: Freebee strives to always gain 100% effort and high performance out of all of its employees. The accountability of our staff plays an important role in the high level of execution our organization exhibits. All of our departments receive ongoing technical training regarding acceptable performance and are fully aware that the failure to perform is unacceptable to the company. Both quality control and quality assurance are addressed through performance metrics that are measured and analyzed each day. The tracking of these performance metrics help obtain high performance from our staff and drive accountability.

Shared Mindset Between Employees and Customers - Collaborative Work Environment:

Ensuring that employees and customers have consistent positive experiences with our organization is very important. Freebee strives to make collaboration between its organization, employees, and customers an open form of easy communication. We encourage the sharing of knowledge and feedback, as we believe adapting to both customer and employee needs is important to the future growth of any organization.



ADA COMPLIANCE

Freebee is fully compliant with all ADA laws. Freebee's in house product development team was able to conceptualize and produce the first ADA GEM car with doors that can convert from a 6-seater, to a 3-seater plus wheelchair. The picture below will provide a visual of one of our KB Loop vehicles picking up an ADA request. We currently have a total of 4 ADA vehicles within our Miami-Dade fleet.



GREENING INITIATIVES

As a “going green” advocate, Freebee fully supports the City of Hollywood’s Sustainability Action Plan by serving the community while operating on clean energy. We share in the common goal of creating a sustainable future and have developed an entire business on becoming part of the solution in the efforts to reduce carbon emissions from our beautiful local neighborhoods. These are some of the focus initiatives:

Electric Vehicles: Transportation and gas guzzling vehicles have serious consequences on climate change. Freebee’s fleet of 40+ electric vehicles are 100% battery powered offering zero emissions and offset greenhouse gases emitted by human activities like driving a car.

Electric Charging Stations: 40 stations within Miami Dade County. Freebee is an advocate for the requirement to build electric charging stations within every new construction development.

Reduce Greenhouse Gas Emission: An average car consumes an average of one half gallon of gas per every hour of idling. This translates to 4.4 grams of CO2 being burned into the atmosphere. Freebee’s vehicles burn ZERO grams of CO2

Decreasing Single Passenger Vehicles

Freebee is a supporter of many Green Organizations and has donated it’s time to different causes including;

Tropical Audubon Society - Participated in environmental leadership workshop

Debris Free Oceans - Trash cleanups

Conservation International - Promotion of ocean conservation in collaboration with Love the Everglades, ECOMB, The CLEO Institute, City of Surfside, Fertile Earth Foundation, Surfrider, Dream in Green, and Sea Angels

US Green Building Council - Promotion of Sustainability at college campuses



SECTION 1.7 - DRIVER QUALIFICATIONS

Freebee takes its hiring processes and procedures very seriously, as our employed drivers are not only the face of our growing company, but most importantly, they are responsible for the safety and well-being of the general public. Many of the guidelines that we follow in our hiring process are guidelines directly handed down from our insurance provider, which we have built upon to exceed expectations as far as safety and customer service are concerned. Above all else, meeting our insurance requirements from a risk management standpoint is our first priority, but in order to hire our ideal staff, Freebee sets the bar very high in terms of customer service, multitasking, and being able to handle emergencies while out on the road. Freebee fully complies with both Equal Employment Opportunity & Americans with Disabilities Act, while also being cognizant of selecting applicants for hire based on their ability to perform the tasks necessary to safely and effectively perform the job.

In order to qualify as a brand ambassador, Freebee drivers must be at least twenty-one years of age with at least two years of driving history in the United States, and a valid Florida Drivers License. Every candidate must submit their most recent Motor Vehicle Report, which is reviewed for any traffic violations, moving violations or DUI's. Freebee will not move forward with any candidates with two or more moving violations in the past five years, nor will they move forward with any candidate with a history of DUI or reckless driving. The Motor Vehicle Report is reviewed by both the Freebee hiring staff as well as our insurance carrier who ultimately has the final say in who is approved and who is not.

Candidates are phone interviewed prior to submitting their MVR and are asked a series of 20+ questions that help the Freebee staff understand whether or not each candidate has the ability to grasp the overall expectations of the position, as well as their ability to communicate effectively, and self-manage when necessary. If the candidate shows that they are capable of the above, they are then invited to a series of in-person interviews at the Freebee Headquarters. During the in-person interviews, Freebee management looks for personality, enthusiasm, body language as well as the ability to demonstrate that they are capable of navigating their way through a multi-faceted emergency scenario.

After a series of three separate in-person interviews, only a unanimous approval rating from all three hiring managers warrants an applicant moving forward in the hiring process. At that point, approved candidates are instructed to begin filling out the necessary paperwork to allow them to begin training with the company. Approved applicants fill out their non-disclosure agreement, background check form, and drug screening application. While training is being scheduled, Freebee legal runs a thorough background check on each applicant, and each applicant is instructed to take a pre-hire drug screening with Freebee's reputable drug screening vendor. Before an applicant can begin training with Freebee, they must pass their drug screening, as well as their background check.

Freebee provides and requires training for all hired applicants before they are scheduled to transport pedestrian passengers. Training consists of a minimum of one four-hour classroom training session, four five-hour driving training sessions. Successful completion of training requires the approval of at least two supervisors, as well as passing both a written test and a driving test. Applicants selected for hire that are unable to successfully complete training are immediately removed from the hiring process.



SECTION 1.7 - DRIVER QUALIFICATIONS

Freebee drivers are trained to adhere to all road and safety regulations, employ defensive driving techniques and create a safe and enjoyable experience for passengers during their ride. Safety and compliance with all traffic laws and rules of the road are cornerstones of Freebee training. The safety of our passengers is of utmost importance, and our staff fully understands that feeling safe is an extremely important element of the overall guest experience. We stress and require all drivers to perform safe drop-off and pick-up procedures when passengers are getting in and out of the vehicles, as well as the safety of all passengers while they are riding inside the vehicles. Drivers are trained to not move their vehicle until all passengers have their seat belts buckled. If there is an infant in the vehicle, they must be secured in a federally approved car seat (provided by the infant's guardian), and if there are children/toddlers riding in the vehicle, they must be secured in a booster seat, depending on their height and weight, which Freebee currently provides as a courtesy to our passengers. For ADA passengers, Freebee drivers are trained on the proper techniques to deploy the ADA ramp, as well as how to ensure that any wheelchair-bound passengers are comfortable and safe throughout their entire experience.

Freebee drivers are given guidelines to live by while they are out on the road, starting with how to communicate with each guest while safely pulled over, how to greet and educate each guest in app chat, how to open and close their doors for their guests, how to introduce the Freebee service and the presenting sponsor, followed by the distribution of any marketing materials. As a catalyst for local economic development, Freebee drivers are known to be personable and knowledgeable in what is going on in the surrounding area, acting as mobile concierges for local businesses. Drivers improvise their conversational tone and messaging with the goal of providing a pleasant experience for each guest, customized to each passenger or combination of passengers when on a shared ride. While our goal is to provide an overall positive experience for each guest, the Freebee staff is also prepared and trained on how to deal with unruly passengers and other difficult situations.

There are very specific guidelines that should be adhered to when it comes to interpersonal issues in regards to the safety of other guests, other vehicles and pedestrians on the road, as well as the Freebee staff themselves. Although rare, Freebee drivers reserve the right to deny service to passengers who do not follow safety and behavioral expectations of the company, and in this scenario, there are specific steps of service that drivers must follow to diffuse the situation as calmly as possible. In worst case scenarios, drivers are just a phone call or chat message away from receiving help from Freebee management, who is always on staff to assist with the enforcement of training procedures and steps of service.



SECTION 1.7 - DRIVER QUALIFICATIONS

After an extensive training with Freebee staff, drivers must pass both a written test and driving test before they are approved to begin driving on their own. After learning about Freebee's history, mission statements, company culture, charging procedures, car prep and maintenance procedures and customer service training, trainees are also scheduled for several ride-alongs with other drivers as well as ride-alongs with Freebee training staff to ensure that they are able to complete every job duty covered in training. In their very first shift, a manager will ride along with each new staff member, and their performance is tracked and monitored closely from a back-end central monitoring system, as well as on site between scheduled breaks. Training and coaching of all staff members is continuous throughout each staff member's career as a driver with Freebee. There are mandatory trainings scheduled throughout the year to ensure that Freebee staff stays connected and active in the training process to give everyone the opportunity to grow, learn and implement new techniques that will make each ride that much better, and make every day at work a better one than the day before. Our goal is to continually enhance and improve the performance of our staff, and the experience of our passengers. This approach has allowed Freebee's reputation to flourish, which has directly correlated to the growth and expansion of the company over the past six years.



SECTION 1.7 - MAINTENANCE / RECOVERY PLAN

Freebee vehicle maintenance is one of most complex programs within the company, as everyone in the organization knows that passenger/driver safety is of the utmost importance. Freebee also takes its commitment to reliable and consistent transportation services very seriously, with the overall goal of eliminating down-time altogether. With these goals in mind, the Freebee maintenance and recovery plan is an elaborate process with many checks and balances to ensure that everyone is always safe, and that there is minimal downtime to ensure that our contractual duties are fulfilled. There are essentially six layers to the Freebee maintenance program to ensure success.

The first layer of the Freebee maintenance program is the on-site operations and logistics management team, who are the first ones to come in every day, and the last ones to leave the fleet at the end of the night, seven days a week. Their job is to stay in tune with outstanding maintenance issues and be the liaison between drivers and maintenance staff to communicate any issues that may affect the customer experience. Issues that affect customer safety in any way are addressed and signed off on by the maintenance staff before the car is allowed back on the road, and a spare/replacement vehicle is utilized in the event that any car is out of service for an extended period of time. Any cars that pose a threat to safety or to the company or advertiser's brand are held in the garage and tagged "out of rotation" until a member of the maintenance team is able to fix the issue. Beyond that, the on site managers and drivers inspect each vehicle upon their arrival, and once again before each driver comes in to drive each car. Any and all issues are reported to the Freebee shared google drive maintenance program, with color-coded priority levels in terms of which major repairs should be made first, and which minor fixes can wait for another time. Tracking maintenance issues throughout the day is one of the operations and logistics managers' top priorities.

The second layer of the Freebee maintenance program is the Freebee driver staff. Since the drivers are with the cars the most, they are the first ones to report any new issues that occur before or during their shift in each vehicle. Part of their sign-out procedure in the Freebee app is to log any damages or concerns that they see or experience during pre-vehicle inspection. These notes are visible on the backend Freebee app CMS system, which operations and logistics managers review daily. Pre-shift checks include opening and closing each door, checking the car for any noticeable damage, checking tire pressure, checking all mirrors, checking headlights, brake lights, and tail lights, checking the the car horn and hazard lights, and checking all advertising panels. Once out on the road, drivers go about their normal driving routine and if any maintenance issue occurs while on the road, they are trained to notify management immediately and handle the maintenance issue appropriately. Depending on the severity of the maintenance issue, a manager or maintenance staff will act accordingly, whether it be overseeing how the driver troubleshoots the issue, fixing the issue themselves, contacting the maintenance team, or contacting a tow truck to get the vehicle completely out of harm's way. Any issue experienced while on the road is documented by management into the shared Freebee maintenance program. Once a driver returns to the garage, another vehicle inspection is conducted and part of their sign in process on the Freebee app is to log any maintenance issues, damages or concerns once again.



SECTION 1.7 - MAINTENANCE / RECOVERY PLAN

The third layer of the Freebee in-house maintenance program is the Freebee maintenance staff. They are staffed seven days a week, and on call whenever needed in an urgent situation. Their goal is to fix every issue within their capability, as determined on their own accord or relayed from drivers and management staff. Their first priority is to fix urgent items (issues that are keeping cars off the road), followed by semi-urgent items (issues that are not safety-related, but are still noticeable issues such as a tv monitor glitching, or an audio issue), and lastly, low priority items, which are usually minor things that aren't noticeable to the common eye, and are items that help maintain the longevity of Freebee's fleet. Once an item is fixed, the maintenance team signs off on the item with notes, parts used, and the date, and they move onto the next item on the list. In the event that there is something they cannot fix, the issue gets moved to the fourth layer of Freebee maintenance, which is described in the next paragraph. Beyond that, the Freebee maintenance team focuses on building and customizing new Freebee cars that are being added to the fleet, as well as improving and innovating current existing systems with each car. Another very important task of the Freebee maintenance staff is to regularly perform preventative maintenance checks, such as the tightening of battery terminals, tire pressure checks, and proper lubing of parts that may be susceptible to corrosion due to Miami's salty and humid climate.

The fourth layer of the Freebee maintenance program is the Freebee backup maintenance staff, which is contracted directly from a particular Polaris GEM dealer in South Florida. This particular contact ensures that all parts and inventory are readily available to fix any issue related to the type of vehicle that Freebee utilizes in its fleet. The strong local relationship with Polaris also bypasses any sort of approval processes that may hold up or delay a maintenance or warranty item. Because of Freebee's fleet size and loyalty to the Polaris brand, our relationship with this dealer has granted Freebee special privileges that other customers do not have, creating less down time for our vehicles, and the priority on all inventory or backordered parts. Outside of the relationship with this entity, Freebee is also building its own in-house inventory program as a backup to any backordered parts.

The fifth layer of the Freebee maintenance program is Freebee's direct relationship with upper management within the Polaris manufacturing and engineering department. If there is an issue of great heights, we are a phone call away from the direct source. This relationship that we developed stems from our loyalty to the Polaris GEM brand, having purchased 52 vehicles in the past five years, providing them with ridership and mechanical data, and testing out new parts and upgraded equipment in each car. Polaris knows values Freebee's business and understands the impact that we have made for them in terms of popularity and sales, not only in South Florida, but nationwide. When people come to Miami and see the Freebee cars and take a ride, many times their first reaction is to want to own one themselves. Our seven-day-a-week service is great for their brand and Polaris is dedicated to our success just as we are to theirs.



SECTION 1.7 - MAINTENANCE / RECOVERY PLAN

The sixth and final layer of the Freebee maintenance program is Freebee's in-house production team. Freebee's sister company, BeeFree Media is a full-service printing company, fully capable of designing, printing and installing vehicle graphics and signage. Freebee and BeeFree Media share the same workspace, allowing for same-day turnaround when it comes to vehicle wraps and graphics. In the event that a vehicle is down for maintenance, Freebee is able to utilize one of its spare vehicles and utilize the production arm to duplicate the same vehicle creative as the vehicle that is out of service. This same-day turnaround is a very important aspect of the business in terms of keeping cars on the road and eliminating vehicle/service down time.

When all items on the shared Freebee maintenance program are signed off by any of the maintenance staff, the issues are then double-checked by management, and upon completion of their inspection, the item is then filed away under each particular car's history log on a separate tab within the shared Freebee maintenance program. This system has several checks and balances to ensure the success of the fleet and well being of our staff, passengers and clients, and the results can be shown through the data of each vehicle's time on the road versus the goal of each vehicle's time on the road, which is reviewed weekly. The maintenance staff and overall maintenance program is one of the most important aspects of the Freebee operation, and the consistent execution every day of the week is what allows Freebee's service to thrive.



SECTION 1.7 - MAINTENANCE / RECOVERY PLAN

Provide a response to this scenario: A vehicle breaks down in the middle of the afternoon (week day) temperature is 95 degrees and the vehicle has a mixture of passengers; elderly, middle aged, children, and infants—explain the course of action that would be taken?

Before delving into the details of Freebee's emergency maintenance protocol, it is important to note that Freebee is well versed in the transportation of passengers from all walks of life. Unlike many forms of transportation, Freebee is capable of transporting infants, toddlers, children, adults, elderly, as well as passengers who are wheelchair-bound and require ADA assistance. Each age group requires its own set of procedures, which we will touch on below.

In the scenario where a vehicle breaks down on the road, the Freebee staff is fully trained and prepared to handle the situation effectively, as these types of scenarios are presented and practiced throughout the training process. In addition to being trained, the protocol is also available for drivers to follow step-by-step within each vehicle, just in case the driver needs to reference the protocol in the midst of dealing with the maintenance issue and is unable to get in contact with management for any reason. Freebee staff should always have access to both Freebee management and maintenance staff in the event that they require extra assistance, so there is an entire team working through issues as they arise.

In this particular scenario, we will assume the worst in that the vehicle broke down in the middle of the road. If at all possible, the first step our staff will take is to turn on the hazard lights and attempt to pull the car over safely onto the side of the road. In the event that this is not possible, or in the event that it is not safe to move the vehicle to the side of the road, the driver will ensure that the vehicle's hazard lights are blinking and shift their focus to assisting passengers in exiting the vehicle safely. Drivers are instructed to calmly notify the passengers of the situation and to briefly notify them of the maintenance issue, as well as the plan to assist in removing everyone from the vehicle and getting them into another vehicle to continue their travel as soon as possible.

The driver will carefully exit the vehicle and make their way to assisting the middle aged passenger (guardian/caretaker) of the infant and child. In order to ride with Freebee, children 10 years old or less must be accompanied by an adult, and secured in a federally approved booster seat, provided by Freebee. In order to ride with Freebee, infants must be secured in a federally approved car seat, provided by their caretaker. Assuming that the middle aged passenger is capable of assisting their child and infant, the driver will make his/her way to the back of the vehicle and calmly redirect traffic around the broken down vehicle to minimize car traffic around the vehicle. While the driver is behind the broken down vehicle, they are instructed to stay on the phone with Freebee management by making a phone call and staying in contact throughout the entirety of the maintenance issue via hands-free headset. Freebee management will assist in talking through the steps of service with the driver, while also contacting another driver to make their way to the broken down vehicle so that the next available driver can continue the ride for the passengers who just had their ride cut short. As the middle aged passenger, child and infant make their way out of the vehicle (on the safer side of the road), the driver will safely walk them across the street and instruct them to wait in a nearby area in the shade, or in a local air-conditioned business until the other vehicle arrives. In the event that Freebee has an advertising contract with a company who has contracted Freebee to distribute cold samples of a beverage product, this could also be a benefit in keeping passengers hydrated and happy while they wait.



SECTION 1.7 - MAINTENANCE / RECOVERY PLAN

Once again assuming the worst-case scenario, we will assume that the elderly passenger requires ADA assistance in order to get in and out of the vehicle. Freebee is experienced in providing rides to wheelchair-bound passengers, having customized several cars in our fleet to allow for a wheelchair ramp to extend from the side of the vehicle. With the hazard lights still flashing, the Freebee driver will begin the three minute process of assembling the wheelchair ramp so that the elderly passenger can make their way out of the vehicle as well into the same shaded / air-conditioned area as the other guests. Once the wheelchair ramp is extended and secured, the Freebee driver will assist the wheelchair-bound passenger safely out of the vehicle and across the street. The driver should stay close and communicate with the passengers to ensure that they are safe and informed as to the estimated time of arrival of the other driver. Another Freebee vehicle should be arriving to continue the trip for these guests in no time. Depending on the zone of operations and data analysis, we will eventually be able to determine an average wait time for this transition of guests, but it is safe to say that these passengers won't be stranded without a ride for very long.

After all passengers and their belongings are secured in the backup vehicle, the driver will continue to tend to the broken down vehicle. The maintenance team will most likely be the first non-driver staff at the scene of the broken down vehicle, and their first priority will be moving the vehicle to a safe location on the side of the road. The maintenance team will utilize tow straps and their maintenance to move the vehicle out of harm's way so that they can start working on fixing the issue. If the maintenance issue is something that will take thirty minutes or less, the maintenance team will most likely fix the issue on site. In the event that the maintenance issue is something that requires more time, or parts that are not in the maintenance vehicle, the Freebee maintenance team will proceed to contact a tow truck to remove the vehicle and have it transported back to the Freebee workshop for repair. Freebee management would document the incident and have the driver sign off on the paperwork in the event that we needed to present the incident at a later date. The driver would stay on standby until a replacement vehicle or the repaired vehicle became available in order to minimize downtime.



SECTION 1.7 - RISK MITIGATION PLAN

Risk: Safety of Riders

Level: High

Mitigation Plan: Freebee drivers, management and maintenance staff all work together to prepare, train and improve all systems, protocols and processes to ensure the safety of our passengers. Drivers are thoroughly trained and educated on safe driving practices, management continually educates and schedules trainings throughout each employee's career with Freebee, and maintenance ensures that vehicles are in top-notch operating conditions. In addition to trainings and procedures, Freebee drivers are also expected to always go the extra mile in terms of catering to our guests. Whether that means opening and closing doors for guests, or helping them cross the road before or after a ride, Freebee drivers are fully aware that safety and the overall experience of our guests is paramount to our success.

Risk: Safety and Security of Personal Belongings of Riders and Drivers

Level: High

Mitigation Plan: Freebee vehicles are relatively spacious, and also have the added trunk amenity that can hold passenger belongings. When entering the vehicle, Freebee drivers will assist in loading up belongings and making sure that they are secure before the vehicle starts driving. Before exiting the vehicle, Freebee drivers inspect the vehicle for foreign items and also remind guests to check for belongings themselves. In the event that an item is left in the vehicle, there are many ways for a passenger to contact Freebee to arrange to receive their item that day, that week or beyond. Freebee monitors all emails, social media and driver chats so that passengers can get in touch with the Freebee team to receive their belongings as fast as possible. Freebee keeps and maintains a lost and found for thirty days, and a log of all lost items is tracked daily.

Risk: Heat, Rain, Weather Challenges

Level: Medium

Mitigation Plan: Freebee's most updated fleet has the capability of being fully covered during rainstorms, with full doors and full windows in each row of seats. The vehicles come equipped with windshield wipers and the windshield has a defrost capability as well, to ensure that windows do not fog up during a rainstorm. In many zones of operation, Freebee also carries umbrellas so that drivers can assist in letting passengers in and out of the vehicle during rainstorms, making sure that we go the extra mile in terms of customer service and comfortability. In terms of the heat, drivers are instructed to check the seat temperature on hot days and to utilize towels on the seats in the event that they get too hot. For days that are 100 degrees and above, drivers might also have wet towels to wipe seats down before each ride to ensure that the seats do not get too hot. As far as the airflow is concerned, the open-air capability of the vehicle provides for a comfortable breeze, and passengers tend to enjoy the breezy experience over clammy busses or simply walking down the street



SECTION 1.7 - RISK MITIGATION PLAN

Risk: Maintaining a Reliable, Consistent Schedule of Service

Level: High

Mitigation Plan: Freebee utilizes a reliable scheduling system that accounts for schedule start time, specific break times, and end time. In the event that a driver calls out last minute, there is always a backup driver staffed as “on call” to ensure that there is always a driver on the road for a scheduled shift. The schedule is relatively consistent for all staff members, and the Freebee drivers are also free to swap shifts with fellow employees to allow for more flexibility. We fully understand the life/work balance of our staff members and want them to be happy with their schedules, while also holding them accountable for latenesses and absences. Freebee has a strict attendance policy and schedules all employees fifteen minutes prior to their actual shift start time to ensure that they are on the road when we need them to be. The system has worked flawlessly for the past two and a half years.

Risk: Maintaining Qualified Drivers

Level: High

Mitigation Plan: Freebee’s hiring and training process is a consistent weekly priority. As a growing business with low-to-medium turnover rate, we have made the recruiting and hiring process a top priority. In the past year, Freebee has been utilizing several recruitment agencies who have honed in on our desired driver qualifications, and every week, Freebee management schedules and performs phone interviews, in-person interviews and trainings so that we are never left short-handed. We also receive a lot of driver applications online through our website, and all candidates are analyzed and vetted throughout the process. We have recently hired a full-time dedicated training staff to ensure driver performance from day one, and we will continually enhance this program with the understanding that our staff is the heart beat of our business.

Risk: Keeping Vehicles Operational

Level: High

Mitigation Plan: The Freebee maintenance plan is extremely complex, with multiple levels of checks and balances to ensure that all vehicles are safe and operational. The seven-day-a-week maintenance staff performs preventative maintenance tasks weekly, and our entire staff as a whole understands the importance of fleet maintenance. Not only do we want our passengers and staff to be safe, but we also want the experience of our guests to be top-notch. In order to achieve these goals, the entire Freebee staff knows that they need to stay on top of maintenance issues as soon as they become known to ensure that there is little to no downtime with our fleet.



SECTION 1.7 - RISK MITIGATION PLAN

Risk: Vandalism or Theft of the Vehicles

Level: Medium

Mitigation Plan: Freebee vehicles have GPS tracking devices, so theft of vehicles has never been an issue in our six years in business. As far as vandalism is concerned, we have experienced some graffiti on occasion, but with the help of our sister company, BeeFree Media, vehicle wraps can be produced same-day to ensure that there are no eye-sores or glaring issues inside or outside of the vehicles. As well, our drivers, managers and maintenance staff can assist with minor vandalism, once again with the goal of creating the best environment for our guests.

Risk: Vehicular Accidents with Automobiles, Cyclists, Pedestrians while on Rout

Level: High

Mitigation Plan: The Freebee driving staff is trained to drive defensively, as they are fully aware of the consequences of not driving safely or effectively around high-density areas. In training, drivers are taught to be extra cautious and to be the example out on the road. At four-way stop signs, Freebee drivers are instructed to always give the right of way to other drivers, pedestrians and cyclists to not only ensure safety, but also to enhance our reputation out on the road as the "friendly neighborhood service." At the end of the day, the safety of our passengers and our reputation in each service area are what will define and sustain Freebee's reputation for years to come.



FEE SCHEDULE

The entire program cost combining Hollywood Beach, Downtown Hollywood, and the Hollywood Connector is not to exceed \$632,423 annually. This pricing is based on the quantity of vehicles and hours of service proposed. Changing any of those two factors, will alter the final price.

Based on Freebee's expertise in selling sponsorship/advertising, Freebee is able to offer the service at the lowest price possible to the City of Hollywood, and provide a subsidy projected to cover a large portion of operating costs. For every dollar that is generated in sponsorship/advertising, 50% of the revenue will be returned to the City of Hollywood.

Looking at the fee schedule below, we have projected to generate \$264,000 in advertising revenue, which would return \$132,000 to the City of Hollywood annually. This advertising subsidy will help lower the annual cost of the program from \$632,423 down to \$500,423.28.

The price in the Base year stays consistent throughout the entire contract and Freebee provides a turn-key operation which means all prices are "all-in". There is no expectation for reimbursement on travel, per diem expenses, photocopying, telephone line,s or other incidental expenses.

Base Year - Year 4

	Monthly Fixed Rate	Total 12 Months	Projected Advertising/ Sponsorship Monthly Subsidy	Projected Advertising/ Sponsorship Annual Subsidy	Monthly Total Cost with Advertising Subsidy	Annual Total Cost with Advertising Subsidy
On-Demand Service Hollywood Beach	\$27,666.66	\$331,999.92	\$6,000.00	\$72,000.00	\$21,666.66	\$259,999.92
On-Demand Service Downtown Hollywood	\$10,235.28	\$122,823.36	\$3,000.00	\$36,000.00	\$7,235.28	\$86,823.36
Fixed Route Service Hollywood Connector	\$14,800.00	\$177,600.00	\$2,000.00	\$24,000.00	\$12,800.00	\$153,600.00
Special Events	\$28/hr					
						Projected Base Year Annual Cost
Total:	\$52,701.94	\$632,423.28	\$11,000.00	\$132,000.00	\$41,701.94	\$500,423.28



REFERENCES

Javier Betancourt

CITT- Executive Director

Javier.Betancourt@miamidade.gov

305-375-1357

Kevin Kinney

Coral Gables - Parking Director

kkinney@coralgables.com

305-460-5541

Melissa McCaughan White

Key Biscayne - Executive Director

melissa@keybiscaynefoundation.org

305-361-2770

Michelle Gonzalez

Miami Lakes - Senior Transportation Manager

gonzalezm@miamilakes-fl.gov

305-512-7135

Nicole Singletary

Coconut Grove BID - Executive Director

nicole@grovebid.com

305-582-5280

Jerry Libbin

Miami Beach Chamber of Commerce - President

jerry@miamibeachchamber.com

305-674-1300



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: Freebee

Firm giving Reference: City of Coral Gables

Address: 2801 Salzada

Phone: 305-460-5541

Fax: _____

Email: KKinney@coralgables.com

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

A: \$175,000

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

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: 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: Freebee has been flexible and easy 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: Kevin J. Kinney
Title: Parking Director

Signature: [Handwritten Signature]
4/29/18

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: Freebee

Firm giving Reference: Town of Miami Lakes

Address: 6601 Main Street, Miami Lakes, FL 33014

Phone: (305) 364-6100


Fax: _____

Email: gonzalezm@miamilakes-fl.gov

- 1. **Q:** What was the dollar value of the contract?
A: \$123,333.00
- 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
- 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: 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 Town of Miami Lakes is pleased with the service provided by Freebee. They are very professional and provide great customer service.

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: Michelle Gonzalez
Title: Senior Transportation Manager

Signature: 

Date: 4/25/18

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: Free Bee

Firm giving Reference: Key Biscayne Community Foundation

Address: 88 West McIntyre Street, Suite 200

Phone: 305-361-2770

Fax: _____

Email: info@keybiscaynefoundation.org

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

A: \$ 225,000

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

A: Yes, we added 3 vehicles/3 drivers instead of 2

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: We currently use them and would again

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

Name: Melvin M. White / Melissa M. White
Title: Executive Director

Signature: Melvin White Date: 04/27/2018

Issue Date

ACCEPTANCE

Date: 4-24-18

By initialing each page and signing below, I Jason Spiesel, in my capacity
as managing Partner, of Freebee agree to and

Accept the terms set forth in this Statement of Work.

(Insert Name of Organization)

By: 
Signature

Jason Spiesel managing Partner
Printed Name and Title

JS

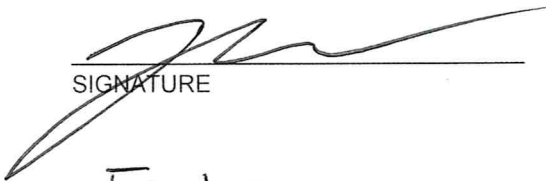
Issue Date _____

HOLD HARMLESS AND INDEMNITY CLAUSE

Freebee and Jason Spiegel

(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

Jason Spiegel

PRINTED NAME

Freebee

COMPANY OF NAME

4-24-18

DATE

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

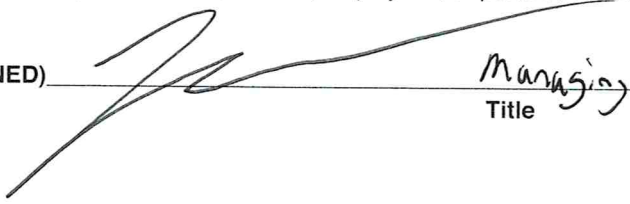
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NONCOLLUSION AFFIDAVIT

STATE OF: Florida

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

- (1) He/she is Jason Spiegel of Fredbee, 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)  _____
 Title Managing Partner

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 Jason Spiegel for Freebee
(Print individual's name and title) (Print name of entity submitting sworn statement)
whose business address is 2312 N Miami Ave, Miami FL 33127
and if applicable its Federal Employer Identification Number (FEIN) is 454659887 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 an 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.

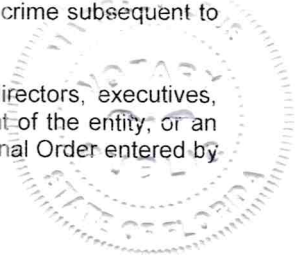
5. I understand that "person," as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or any entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts let by a public 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.

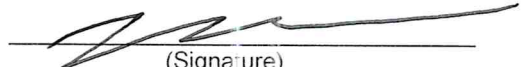
The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime, but the Final Order entered by



Issue Date

the Hearing Officer in a subsequent proceeding before a Hearing Officer 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.



(Signature)

Sworn to and subscribed before me this 30th day of APRIL, 2018.

Personally known _____

Or produced identification FL DR. LIC Notary Public-State of FLORIDA

#5124.421.86.330.0 my commission expires 07/31/2018
(Type of identification)



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



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

JS

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:

Freebee
2312 N Miami Ave
Miami, FL 33127


Application Number and/or Project Name:

RFP 4579 18 PB

Applicant IRS/Vendor Number: 45-4659887

Type/Print Name and Title of Authorized Representative:

Jason Spiegel Managing Partner

Signature:  Date: 4-24-18

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

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



 NAME OF COMPANY



 PRINTED NAME

SS

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	<u>Jason Spiegel</u> PRINTED NAME
<u>Freebee</u> NAME OF COMPANY	<u>Managing Partner</u> TITLE

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

JS

Issue Date _____

ACKNOWLEDGMENT AND SIGNATURE PAGE

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

Legal Company Name (include d/b/a if applicable): Freebee Federal Tax Identification Number: 45-4659887

If Corporation - Date Incorporated/Organized: _____

State Incorporated/Organized: Florida

Company Operating Address: 2312 N Miami Ave

City Miami State FL Zip Code 33127

Remittance Address (if different from ordering address): _____

City _____ State _____ Zip Code _____

Company Contact Person: Jason Spiegel Email Address: Jason@ridefreebee.com

Phone Number (include area code): 305-370-9450 Fax Number (include area code): _____

Company's Internet Web Address: www.Ridefreebee.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.

[Signature] 4-24-18
Bidder/Proposer's Authorized Representative's Signature: Date

Type or Print Name: Jason Spiegel

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.