

**FIRST AMENDMENT OF PROFESSIONAL
SERVICES AGREEMENT BETWEEN THE CITY OF
GREEN COVE SPRINGS AND GEOGRAPHIC
TECHNOLOGIES GROUP**

THIS AGREEMENT is awarded and entered into this _____ day of _____, 2021 between the CITY of Green Cove Springs, a political subdivision of the STATE OF FLORIDA hereinafter referred to as the "CITY" and Geographic Technologies Group, 1202 Parkway Drive, Goldsboro, NC 27534 hereinafter referred to as the "CONTRACTOR".

WITNESSETH

WHEREAS, the CITY desires to obtain the professional services of said CONTRACTOR to provide and perform services as further described hereinafter as design consultant for GIS project.

WHEREAS, the CONTRACTOR hereby certifies that they have been granted and possesses all necessary, valid, current licenses/certifications to do business in the State of Florida and in the CITY of Green Cove Springs, Florida, issued by the respective State Boards and Government Agencies responsible for regulating and licensing the services to be provided and performed by the CONTRACTOR pursuant to this Agreement; and

WHEREAS, the CONTRACTOR has reviewed the professional services required pursuant to this Agreement and is qualified, willing and able to provide and perform all such professional services in accordance with the provisions, conditions and terms hereinafter set forth; and

WHEREAS, the Professional Services Agreement was approved by City Council on February 16, 2021; and

WHEREAS, the Professional Services Agreement is being amended to add service specified in Exhibit B; and

WHEREAS, all parties hereto agree with all terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual covenants, terms and provisions contained herein, the parties hereto agree that with the mutual acceptance of this Agreement as indicated hereinafter by the execution of this Agreement by both parties that a Contract shall exist between both parties consisting of:

ARTICLE 1.00 - DEFINITIONS

The following are definitions for the terms associated with this Agreement and are provided to establish a common understanding, between the parties, regarding the intended usage, application, and interpretation of same.

1.01 **AGREEMENT** - As it relates to the requirement of the work contemplated herein, this Agreement shall include **Exhibit A** and **Exhibit B** and any documentation by reference, and shall constitute the entire agreement or understandings, written or oral, relating to the matters set forth herein. Any prior Agreements entered into by the parties hereto, for other services shall not be affected by this Agreement nor shall they have any affect, whatsoever, on this agreement.

1.02 **AMENDMENTS** - Any additions, modifications or alterations made to this agreement. All amendments shall be made in accordance with Article 23.00.

1.03 **"CONTRACTOR"** the individual or firm offering professional services, who has executed this Agreement, and who is legally obligated, responsible, and liable for providing and performing any and all services as required under the covenants, terms and provisions contained herein and any and all Amendments hereto. Any reference hereinafter made to the CONTRACTOR shall also include any employees of the CONTRACTOR, and any SUB-CONTRACTORS or employees thereof, who are engaged by the CONTRACTOR for the purpose of performing professional services pursuant to this Agreement.

1.04 **"CITY"** a political subdivision of the State of Florida, and any official and/or employees thereof, who shall be duly authorized to act on the CITY'S behalf, relative to this Agreement.

1.05 **"PARTIES"** CITY and the CONTRACTOR as defined hereinabove.

1.06 **"PROFESSIONAL SERVICES"** all services, work, materials and other professional, technical and administrative activities as set forth in **Exhibit A**, which are necessary to be provided and performed by the CONTRACTOR and its employees, and any and all sub-consultants and sub-CONTRACTORS the CONTRACTOR may engage to provide, perform and complete the services required pursuant to the covenants, terms and provisions contained herein.

1.07 **"PROJECT MANAGER"** the CITY's Planning and Zoning Director or his designee. The PROJECT MANAGER shall be responsible for acting on behalf of the CITY to administer, coordinate, interpret and otherwise manage the contractual provisions and requirements as set forth in this Agreement, or any AMENDMENT(S) hereto. The PROJECT MANAGER shall also serve and act on behalf of the CITY, to provide direct contact and communication between the CITY and the CONTRACTOR, providing information, assistance, guidance, coordination, review, approval and acceptance of the professional services, work and materials to be provided and performed by the CONTRACTOR, pursuant to this agreement, and any Amendment(s) hereto. The PROJECT MANAGER shall also review and approve any and all requests, submitted by the CONTRACTOR, for payment of services performed, pursuant to this Agreement.

1.08 **"SUB-CONTRACTOR"** any individual or firm who offers professional services to the CONTRACTOR, to assist providing and performing the professional services, work and materials for which the CONTRACTOR is contractually obligated, responsible and liable to provide and perform under this Agreement. The CITY shall not be a party to, held responsible or liable for, or assume any obligation whatsoever for any provision under any Agreement entered by the CONTRACTOR and any and all SUB-CONTRACTORS.

1.09 **ADDITIONAL DEFINITIONS - RESERVED**

ARTICLE 2.00 - SCOPE OF PROFESSIONAL SERVICES

The CONTRACTOR agrees to provide to the CITY the services identified in **Exhibit A** under the price schedule contained therein.

ARTICLE 3.00 - TERM

The Agreement Term shall commence upon execution of this agreement and shall end on June 30, 2021.

ARTICLE 4.00 FUNDING

This Agreement or any amendments hereto shall be subject to fund availability under the Florida Department of Economic Opportunity.

ARTICLE 5.00 - OBLIGATIONS OF THE CONTRACTOR

The obligations of the CONTRACTOR, with respect to the services provided herein, shall include, but not be limited to, the following:

5.01 **LICENSES**

The CONTRACTOR agrees to obtain and maintain, throughout the term of this Agreement, and any extensions hereof, all licenses/certifications as required to do business in the State of Florida and the CITY of Green Cove Springs, including, but not limited to, licenses required by any State Boards, or other governmental agencies, responsible for regulating and licensing the professional services provided and performed by the CONTRACTOR pursuant to this Agreement.

5.02 **PERSONNEL**

- (1) Qualified Personnel - The CONTRACTOR agrees to employ and/or retain only qualified personnel where, under Florida law, requires a license, certificate of authorization, or other form of legal entitlement, to practice such services.
- (2) CONTRACTOR's Project Manager - The CONTRACTOR agrees to employ and designate, a qualified professional to serve as its Project Manager. The CONTRACTOR's Project Manager

shall be authorized to act on behalf of the CONTRACTOR with respect to directing, coordinating and administering all aspects of the professional services to be provided and performed, pursuant to this Agreement, and/or any Amendment(s) hereto. The CONTRACTOR'S Project Manager shall have full authority to bind and obligate the CONTRACTOR on any matter arising under this Agreement or any Amendment(s) hereto, except upon express written agreement of the CITY. The CONTRACTOR agrees that its Project Manager shall devote whatever time is required to satisfactorily manage the professional services performed by the CONTRACTOR, throughout the entire term of this Agreement and any extension hereof. The person or individual selected, by the CONTRACTOR, to serve as its Project Manager is subject to prior approval and acceptance of the CITY.

(3) Sub-CONTRACTORS – If the CONTRACTOR utilizes SUBCONTRACTORS to assist in providing and performing the professional services, CONTRACTOR will solicit and consider Minority-Owned Businesses.

5.03 STANDARDS OF PROFESSIONAL SERVICE

The CONTRACTOR agrees to provide and perform the professional services set forth in this Agreement, or any Amendments hereto, in accordance with generally accepted standards of professional practice and in accordance with the laws, statutes, ordinances, codes, rules, regulations and policies, of any governmental agencies which may regulate, or have jurisdiction over the professional services to be provided and/or performed by the CONTRACTOR, pursuant to this Agreement.

5.04 INDEMNIFICATION

(1) The CONTRACTOR shall be liable for any and all damages, losses, and expenses incurred by the CITY caused by the errors, omissions, negligence, or delay(s) of the CONTRACTOR or by any sub-consultant(s) and/or SUBCONTRACTOR(s) engaged by the CONTRACTOR in providing, performing and furnishing services, work and materials pursuant to this Agreement.

(2) The CONTRACTOR shall be liable and agrees to be liable for and shall indemnify, defend and hold the CITY harmless for any and all claims, suits, judgments or damages, losses and expenses including court costs, expert witness and professional consultation services, and attorneys' fees arising out of the CONTRACTOR'S errors, omissions, negligence, or delay(s), or those of any and all sub-consultants and/or SUBCONTRACTORS engaged by the CONTRACTOR during the providing, performing and furnishing of services, work and materials pursuant to this Agreement and any and all Amendments thereto.

5.05 NOT TO DIVULGE CERTAIN INFORMATION

During the term of this Agreement and forever thereafter and except for the provisions of paragraphs 17 and 18 below, the CONTRACTOR agrees not to divulge, furnish or make available, to any third party, without the express written permission of the CITY, any non-public information, where such information has not been properly subpoenaed, concerning the services rendered by the CONTRACTOR.

ARTICLE 6.00 - OBLIGATIONS OF THE CITY

6.01 AVAILABILITY OF CITY INFORMATION

At the CONTRACTOR'S request to the PROJECT MANAGER, the CITY agrees to make available all pertinent information, known by the CITY to be available, to assist the CONTRACTOR in providing and performing the professional services required herein. Such information may include, but not be limited to, customer billing information, consumption records, other related data. The CONTRACTOR shall be entitled to reasonably rely on the accuracy and completeness of such information.

6.02 AVAILABILITY OF CITY'S DESIGNATED REPRESENTATIVES

The CITY agrees that the PROJECT MANAGER shall be available within a reasonable period, with reasonable prior notice, given by the CONTRACTOR, to meet and/or consult with the CONTRACTOR on matters pertaining to the professional services to be provided hereunder. The CITY further agrees that the PROJECT MANAGER shall respond, within a reasonable period, to written requests submitted by the CONTRACTOR.

ARTICLE 7.00 - COMPENSATION AND METHOD OF PAYMENT

7.01 COMPENSATION AND METHOD OF PAYMENT

For the professional services performed by the CONTRACTOR, pursuant to this agreement, the CITY hereby agrees to pay the CONTRACTOR per the pricing schedule shown in **Exhibit A**. The Contractor shall be allowed one approved draw per month during the term of the contract. Payments are net 30 per State quick pay rules.

7.02 PAYMENT WHEN SERVICES ARE TERMINATED

(1) In the event of termination of this Agreement by the CITY and not due to the fault of the CONTRACTOR, the CITY shall compensate the CONTRACTOR for: (1) all services performed prior to the effective date of termination; and (2) shall pay the costs of such as set forth in Section 7.01 of this agreement.

(2) In the event of termination of this Agreement, due to the fault of the CONTRACTOR or at the written request of the CONTRACTOR, the CITY shall compensate the CONTRACTOR for: (1) all services completed prior to the effective date of termination, which have resulted in a usable product or otherwise tangible benefit to the CITY; and (2) shall pay the costs of such as set forth in Section 7.01 of this agreement. Any such payments shall be subject to a set-off, for any damages incurred by the CITY, resulting from delays occasioned by the termination.

7.03 PAYMENT WHEN SERVICES ARE SUSPENDED

In the event the CITY suspends the professional services required to be performed, by the CONTRACTOR, pursuant to this Agreement, the CITY shall compensate the CONTRACTOR for all services performed prior to the effective date of suspension and shall pay the costs thereto as set forth in Section 7.01 of this agreement.

ARTICLE 8.00 - TIME AND SCHEDULE OF PERFORMANCE

8.01 TIMELY ACCOMPLISHMENT OF SERVICES

The timely and expeditious completion, by the CONTRACTOR, of all professional services provided under this Agreement, or any Amendments hereto is expected. The CONTRACTOR agrees to employ an adequate number of personnel throughout the period of this Agreement, and any extension hereof, so that all professional services to be provided, pursuant to this Agreement, or any Amendments hereto will be provided, performed and completed in a timely and expeditious manner. Time of completion agreed to for this project is June 30, 2021.

Should the CONTRACTOR not be able to complete the services for a project in accordance with the Scope of Services and Schedule agreed to in the **Deliverables**, the CONTRACTOR shall provide the PROJECT MANAGER a revised schedule and narrative indicating the reasons for the delay within a reasonable period of time prior to the expiration date of the original schedule. The PROJECT MANAGER shall review this information and either approve the revised schedule as submitted or provide a written response indicating the deficiencies in the schedule. Once the revised schedule has been approved by the PROJECT MANAGER, it shall then become the schedule for the project. Requests for changes to **Deliverables** that are denied by the PROJECT MANAGER shall be further reviewed as proposed contract Amendments pursuant to Article 23.00.

8.02 FAILURE TO PERFORM IN A TIMELY MANNER

Should the CONTRACTOR fail to commence, provide, and/or perform any of the professional services required, pursuant to this Agreement, in a timely, continuous, diligent, professional and expeditious manner, the CITY may consider such failure as justifiable cause to terminate this Agreement.

ARTICLE 9.00 - CONFLICT OF INTEREST

The CONTRACTOR represents that it presently has no interest and shall acquire no interest, either directly or indirectly, which would conflict in any manner with the performance of services required hereunder. The CONTRACTOR further agrees that no person having any such conflict of interest shall be employed or engaged by the CONTRACTOR for performance hereunder.

If the CONTRACTOR, for itself and on behalf of its SUBCONTRACTORS, is about to engage in the representation of another client, who it in good faith believes could result in a conflict of interest with the services being rendered pursuant to this Agreement, then the CONTRACTOR shall promptly bring such potential conflict of interest to the CITY'S attention in writing. The CITY will decide in a timely manner. Upon determination that there is a conflict of interest, the CITY will submit written notice of same to the CONTRACTOR and the CONTRACTOR shall decline the new representation. If the CITY determines that there is not any such conflict, then the CITY shall give its written consent to such representation. If CONTRACTOR accepts such a representation without obtaining the CITY'S prior written consent, and if the CITY subsequently determines that there is a conflict of interest, the CONTRACTOR agrees to promptly terminate such new representation. CONTRACTOR shall require each sub-CONTRACTOR to comply with the provisions of this Section. Should the CONTRACTOR fail to advise or notify the CITY, as provided herein above, of representation, which may, or does, result in a conflict of interest, or should the CONTRACTOR fail to discontinue such representation where a conflict is determined to exist, the CITY may consider such failure as justifiable cause to terminate this Agreement.

ARTICLE 10.00 - ASSIGNMENT/TRANSFER

Any assignments or transfer of rights, benefits or obligations hereunder shall only be allowed if approved as an amendment pursuant to Article 23.00.

ARTICLE 11.00 - APPLICABLE LAW/VENUE

This Agreement shall be governed by the ordinances of the CITY of Green Cove Springs, the laws, rules, and regulations of the State of Florida, procedural and substantive, and applicable federal statutes, rules and regulations. The venue for any and all litigation, arising under this Agreement, shall lie in Clay County, Florida.

ARTICLE 12.00 - WAIVER OF BREACH

Waiver by the CITY, of a breach of any provision of this Agreement, by the CONTRACTOR, shall not be deemed to be a waiver of any other breach and shall not be construed to be a modification of the terms of this Agreement.

12.01 JURY TRAIL WAIVER

Each Party waives the right to trial by jury on any issues or suits arising hereunder.

ARTICLE 13.00 - INSURANCE COVERAGES

13.01 GENERAL REQUIREMENTS

The CONTRACTOR shall purchase and maintain such insurance meeting the requirements of the CITY of Green Cove Springs and as will protect it from claims set forth below which may arise out

of or result from the CONTRACTOR'S execution of the WORK, whether such execution be by himself or by any SUBCONTRACTOR or by anyone directly or indirectly employed by any of them, or by anyone for whose acts may be liable:

Claims under workmen's compensation, disability benefit and other similar employee benefit acts;

Claims for damages because of bodily injury, occupational sickness or disease, or death of his employees;

Claims for damages because of bodily injury, sickness or disease, or death of any person other than his employees;

Claims for damages insured by usual personal injury liability coverage which are sustained (1) by any person as a result of an offense directly or indirectly related to the employment of such person by the CONTRACTOR or (2) by any other person; and

Claims for damages because of injury to or destruction to tangible property, including loss of use resulting there from.

Certificates of Insurance acceptable to the OWNER shall be filed with the OWNER prior to commencement of the WORK. These Certificates shall contain a provision that coverages afforded under the policies will not be cancelled unless at least thirty (30) days prior WRITTEN NOTICE has been given to the OWNER.

The CONTRACTOR shall procure and maintain, at his own expense, during the CONTRACT TIME, liability insurance as hereinafter specified;

CONTRACTOR'S General Public Liability and Property Damage Insurance including vehicle coverage issued to the CONTRACTOR and protecting him from all claims for personal injury, including death, and all claims for destruction of or damage to property, arising out of or in connection with any operations under the CONTRACT DOCUMENTS, whether such operations be by himself or by any SUBCONTRACTOR under him, or anyone directly or indirectly employed by the CONTRACTOR or by a SUBCONTRACTOR under him. Upon award, the bidder shall provide a certificate of insurance providing at least thirty (30) calendar days guaranteed written notice of cancellation and the CITY listed as an additionally insured with the following minimums:

Workmen's Comprehensive: meeting State Statutes
Product Liability: \$ 100,000 single/\$ 500,000 aggregate
General Liability: \$ 100,000 single/\$ 500,000 aggregate
Commercial General Liability: \$ 1,000,000 combined single limit
Automobile Liability: \$ 500,000 combined single limit
Owned
Hired
Non-owned
Current Form/Comprehensive Form
Premises Operations
Explosion and Collapse Hazard
Underground Hazard
Products/Completed Operations Hazard
Contractual Insurance
Broad Form Property Damage
Independent CONTRACTORS

The CONTRACTOR shall acquire and maintain, if applicable, Fire and Extended Coverage insurance upon the PROJECT to the full insurable value thereof for the benefit of the CITY, the CONTRACTOR, and SUBCONTRACTORS as their may appear. This provision shall in no way release the CONTRACTOR or CONTRACTOR'S surety from obligations under the CONTRACT DOCUMENT to fully complete the PROJECT.

The CONTRACTOR shall procure and maintain at his own expense, during the CONTRACT TIME, in accordance with the provisions of the laws of the state in which the work is performed, Workmen's Compensation Insurance, including occupational disease provision, for all of his employees at the site of the PROJECT and in case any work is sublet, the CONTRACTOR shall require such SUBCONTRACTOR similarity to provide Workmen's Compensation Insurance, including occupational disease provisions for all of the latter's employees unless such employees are covered by the protection afforded by the CONTRACTOR. In case any class of employees engaged in hazardous work under this contract at the site of the PROJECT is not protected under Workmen's Compensation statute, the CONTRACTOR shall provide, and shall cause each SUBCONTRACTOR to provide, adequate and suitable insurance for the protection of his employees not otherwise protected.

Insurance for WORK to be performed. Unless specifically authorized by the CITY, the amount of such insurance shall not be less than the CONTRACT PRICE totaled in the BID. The policy shall cover not less than the losses due to fire, explosion, hail, lightning, vandalism, malicious, mischief, wind, collapse, riot, aircraft, and smoke during the CONTRACT TIME, and until the WORK is accepted by the CITY. The policy shall name as the insured the CONTRACTOR, the ENGINEER, and the CITY.

The CITY shall be specifically included as an additional insured. This does not pertain to workers compensation.

All certificates of insurance must be on file with, and approved by, the CITY before the commencement of any work activities.

ARTICLE 14.00 - DUTIES AND OBLIGATIONS IMPOSED ON THE CONTRACTOR

The duties and obligations imposed on the CONTRACTOR, and the rights and remedies available hereunder shall be in addition to, and not a limitation on, any such duties and obligations or rights and remedies otherwise imposed or available by law or statute.

ARTICLE 15.00 - REPRESENTATION OF THE CITY

The CONTRACTOR, in performing the professional services required pursuant to this Agreement, or any Amendments hereto, shall only represent the CITY in the manner, and to the extent, as specifically set forth in this Agreement or any Amendments hereto.

The CITY will neither assume nor accept any obligation, commitment, responsibility or liability, which may result from a representation by the CONTRACTOR, which is not specifically provided for and or authorized by this agreement or any Amendments hereto.

ARTICLE 16.00 - MAINTENANCE OF RECORDS

The CONTRACTOR shall maintain adequate records and supporting documentation, applicable to all services, work, information, expenses, costs, invoices and materials, provided and performed, pursuant to the requirements of this Agreement. Said records and documentation shall be retained by the CONTRACTOR for a minimum of five (5) years from the date of natural expiration or termination of this Agreement.

The CITY and its authorized agents shall, after providing reasonable notice, have the right to audit, inspect and copy all such records and documentation, as often as the CITY deems necessary during the term of this Agreement, and during the five (5), year period thereafter, as required above, provided that

such activity is conducted during normal business hours and at the expense of the CITY.

ARTICLE 18.00 – PUBLIC RECORDS REQUIREMENTS

Notwithstanding any provision in this agreement to the contrary, the following public records requirements shall apply:

The CONTRACTOR, or provider of services hereunder, shall allow public access to all documents, papers, letters, or other material subject othe provisions of Chapter 119, Florida Statutes, made or received by the CONTRACTOR in conjunction with this Contract. Specifically, the CONTRACTOR must:

- (1) Keep and maintain public records that ordinarily and necessarily would be required by the CITY in order to perform the services being performed by the CONTRACTOR.
- (2) Provide the public with access to public records on the same terms and conditions that the CITY would provide the records and at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- (3) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law.
- (4) Meet all requirements for retaining public records and transfer at no cost to the CITY for all public records in possession of the CONTRACTOR upon termination of the contract and destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. All records stored electronically must be provided to the CITY in a format that is compatible with the information technology systems of the CITY.
The City’s point of contact for all Public Records requests is Erin West, City Clerk,
ewest@greencovesprings.com.

The CONTRACTOR shall promptly provide the CITY with a copy of any request to inspect or copy public records in possession of the CONTRACTOR and shall promptly provide the CITY a copy of the CONTRACTOR’s response to each such request. Failure to grant such public access will be grounds for immediate termination of this Contract by the CITY.

THIS ARTICLE WILL BE DEEMED TO APPLY TO ALL SERVICE CONTRACTS UNLESS THE CONTRACTOR CAN DEMONSTRATE BY CLEAR AND CONVINCING EVIDENCE THAT IT IS NOT ACTING ON BEHALF OF THE CITY UNDER FLORIDA LAW.

ARTICLE 19.00 - HEADINGS

The HEADINGS of any Articles, Sections, and/or Attachments, to this Agreement, are for convenience only and shall not be deemed to expand, limit or change any of the provisions contained herein.

ARTICLE 20.00 - RESERVED

ARTICLE 21.00 - NOTICE AND ADDRESS OF RECORD

21.01 NOTICE BY CONTRACTOR TO CITY

All notice to the CITY, pursuant to this Agreement, shall be made in writing and shall be delivered through the United States Postal Service, first class mail, postage prepaid and addressed to the following, CITY, address of record:

The City of Green Cove Springs
City Hall - Finance Department –Attn: Laurie Griffin
321 Walnut Street
Green Cove Springs, Florida 32043

21.02 NOTICES BY CITY TO CONTRACTOR

All notices to be given to the CONTRACTOR, pursuant to this agreement, shall be made in writing and shall be delivered through the United States Postal Service, first class mail, postage prepaid and addressed to the following, CONTRACTOR'S address of record: Geographic Technologies Group (GTG), Inc., 1202 Parkway Drive Goldsboro, NC 27534

21.03 CHANGE OF ADDRESS OF RECORD

Either party may change its address of record, at any time, by written notice to the other party given in accordance with the requirements as set forth in Article 20.01, above.

ARTICLE 22.00 - TERMINATION

22.01 GENERAL PROVISIONS

This Agreement may be terminated by the CITY or the CONTRACTOR, with or without cause by giving thirty (30) days written notice to the other party as required in Article 20.00 above.

22.02 TERMINATION DUE TO BANKRUPTCY OR INSOLVENCY

If the CONTRACTOR is adjudged bankrupt or insolvent, if it makes a general assignment for the benefit of its creditors, if a trustee or receiver is appointed for the CONTRACTOR or for any of its property or if it files a petition to take advantage of any debtor's act or to reorganize under bankruptcy or other similar laws the CITY may, without prejudice to any other right or remedy, and after giving the CONTRACTOR written notice, terminate this Agreement.

22.03 CONTRACTOR TO DELIVER MATERIAL

Upon termination for any reason, the CONTRACTOR shall promptly deliver to the CITY all documents or papers, which the CITY has exclusive rights, by virtue of this Agreement or any other services performed by the CONTRACTOR on behalf of the CITY.

ARTICLE 23.00 - AMENDMENTS

The covenants, terms, and provisions contained herein may be amended, altered and/or modified upon express written consent of the parties hereto. In the event of conflicts between the covenants, terms, and/or provisions hereof, and any amendment(s) hereto, the latest executed Amendment(s) shall take precedent.

ARTICLE 24.00 ADMINISTRATIVE PROVISIONS

In the event the CITY issues a purchase order, memorandum, letter, or other instruments addressing the professional services, to be provided and performed pursuant to this Agreement, it is hereby specifically agreed and understood that such purchase order, memorandum, letter or other instruments are for the CITY'S internal control purposes only, and any and all terms, provisions, and conditions contained therein, shall in no way modify the covenants, terms and provisions of this Agreement, or any amendments hereto, and shall have no force or effect hereon.

ARTICLE 25.00 - ACCEPTANCE

Acceptance of this Agreement shall be indicated by the signature of the duly authorized representative of the parties hereto, in the space provided, and be attested to as indicated hereafter.

IN WITNESS WHEREOF, the parties hereto, by their duly authorized representatives, have executed this Agreement effective this _____ day of _____, **2021**.

CITY OF GREEN COVE SPRINGS, FLORIDA

CITY OF GREEN COVE SPRINGS, FLORIDA

By: _____
B. Van Royal, Mayor

By: _____
Steve Kennedy, City Manager

ATTEST: _____
Erin West, CITY CLERK

Approved as to form only:

L.J. Arnold III, CITY ATTORNEY

CONTRACTOR –

By: _____
Mr. David Holdstock, BA, MA, GISP

Witness as to CONTRACTOR

EXHIBITS



CITY OF GREEN COVE SPRINGS | FL

RFQ: LC 2021-01

Design Consultant for GIS Mapping Project DEO



**Green Cove Springs
GeoHub**

Please see our prototype GeoHub solution for the City of Green Cove Springs:

<https://green-cove-springs-demo-gtg.hub.arcgis.com/>



GEOGRAPHIC TECHNOLOGIES GROUP

888.757.4222



moreinfo@geotg.com



www.geotg.com



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23
YEARS IN
BUSINESS

11
NATIONAL
AWARDS

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PLANNING

DESIGN
DESIGN

IMPLEMENTATION
IMPLEMENTATION

MAINTENANCE & SUPPORT
MAINTENANCE & SUPPORT

AWARD WINNING SERVICES

SERVICES



**GEOSPATIAL HUB PLANNING
AND DEVELOPMENT**



**WEB DEVELOPMENT AND
MANAGEMENT**



**STRATEGIC
PLANING**



**GIS MODELING
AND ANALYSIS**



**DATABASE DEVELOPMENT,
MANAGEMENT, UPGRADES**



**STANDARDS AND
PROCEDURES DEVELOPMENT**



**TRAINING AND
KNOWLEDGE TRANSFER**



**TECHNICAL
SUPPORT SERVICES**

AND MORE

City of Green Cove Springs | FL

RFQ LC 2021-01: Design Consultant and Project Coordination for GIS Design Project



Green Cove Springs GeoHub



Prototype for the City of Green Cove Springs, FL
<https://green-cove-springs-demo-gtg.hub.arcgis.com/>

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COVID-19 Statement

Our GIS Team will be able to conduct all required project coordination and design consultant services with little or no physical contact with the City of Green Cove Springs staff. GTG utilizes Zoom and Microsoft Teams for remote collaboration.



POC: Laurie Griffin, Assistant Finance Director
City of Green Cove Springs
321 Walnut Street
Green Cove Springs, FL 32065

Dear Selection Committee:

Geographic Technologies Group (GTG) appreciates the opportunity to propose on the RFQ: LC 2021-01 Design Consultant and Project Coordination for GIS Design Project Funded Through the Department of Economic Opportunity. For more than 23 years, GTG has planned, designed, and implemented successful GIS solutions for over 700 local government organizations throughout North America. *Our team is committed to providing the very best GIS services for the City of Green Cove Springs.*

Understanding Your Goals

GTG recognizes the City's desire to hire an experienced consultant to assist in developing a comprehensive online mapping system that will create an innovative planning and mapping resource that will be user-friendly and improve citizens access to information and government services. We are excited to be considered for this opportunity, as this project aligns with our recent experience creating Geospatial Data Hubs for a few of our clients such as the City of Roswell, GA; Fort Pierce, FL; City of Mississauga, ON, Canada; Broken Arrow, OK; and the City of Hobart, IN.

Our Approach

GTG's award-winning methodology and experience has allowed us to develop successful GIS best practices for current technology and GIS data management. Using our well-vetted project management process, our team will work closely with the City to ensure all deliverables are met on time and within budget. Our tried-and-tested project management processes and our love for GIS allow us to maintain long-term relationships with our clients.

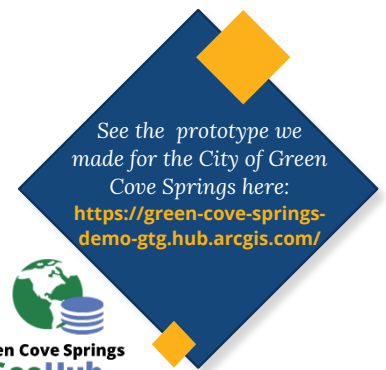
Your Team

The work requested is exactly what we do, and we are certain we will deliver exceptional products and services and that your team will be very satisfied. *Your success is our success. Our team is your team.* Our team is experienced in using the full Esri suite of products and has a proven record of working with local government in implementing successful online comprehensive mapping websites for internal and public use.

The entire GTG team would like to thank you for allowing us to propose on this project. We look forward to working closely with the City staff on all initiatives. Should you have any questions during the review of the proposal, please call me at 919-759-9214 or on my cell at 919-222-1421.

Respectfully Submitted,

Mr. David Holdstock, BA, MA, GISP
CEO, Geographic Technologies Group (GTG), Inc.
1202 Parkway Drive Goldsboro, NC 27534
P: 919.759.9214 | E: dholdstock@geotg.com



Release Ready
Specialty



ArcGIS for
Local Government
Specialty



ArcGIS Online
Specialty



Esri Partner Conference
2017 Award Winner
Best Citizen Engagement





***Proof of
Financial
Responsibility
and Insurance***



**GEOGRAPHIC
TECHNOLOGIESGROUP**

Proof of Financial Responsibility and Insurance

Geographic Technologies Group (GTG) was established by current owners, Curt Hinton, President, and David Holdstock, CEO in 1997. GTG is the prime and only consultant for this proposal.

Form of Business: Sub S Corporation

Years in Business: 23

Change in ownership: None

Financial Stability

GTG is not affiliated with a parent corporation and has no other corporate affiliations with any divisions or subsidiaries. All strategic, operational management, and financial management duties are performed by GTG's two owners. Supporting GTG is a dedicated, professional accounting firm, Markham, Mitchell, and Stroud, PLLC. All financials and monthly accounting and auditing practices are supervised by this reputable firm. GTG has no controlling interests in any other firm. Additionally, GTG has no financial interest in other lines of business, no pending litigations, nor any convictions. GTG's Federal Tax Identification Number is available upon request.

GTG has included a copy of its Statement of Assets, Liabilities and Equity-Income Tax Basis, the Certificate of Liability Insurance, and loss history report for Technology Errors & Omissions policy showing no claims have been made from 2015-2021 as supplementary information on the following pages.

Geographic Technologies Group, Inc.
STATEMENT OF ASSETS, LIABILITIES AND EQUITY-INCOME TAX BASIS
As of December 31, 2019

ASSETS

CURRENT ASSETS:

Cash:		
Checking Account	\$ 55,762.92	
Total cash		\$ 55,762.92

Accounts Receivable:

Prepaid Expenses:		
Prepaid Insurance	8,217.85	
Total prepaids		8,217.85

Inventories:

Total Current Assets		63,980.77
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PROPERTY AND EQUIPMENT:

Machinery & Equipment	237,975.80	
Furniture & Fixtures	65,541.87	
Autos & Trucks	185,695.25	
Accumulated Depreciation	<u>(416,436.84)</u>	
Net Property and Equipment		<u>72,776.08</u>

OTHER ASSETS:

TOTAL ASSETS		\$ <u>136,756.85</u>
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See Accountants' Compilation Report

Geographic Technologies Group, Inc.
STATEMENT OF ASSETS, LIABILITIES AND EQUITY-INCOME TAX BASIS
As of December 31, 2019

LIABILITIES AND SHAREHOLDERS' EQUITY

CURRENT LIABILITIES:

Accounts Payable:

Accrued Payroll and Withholdings:

Sales Tax Payable 136.08

Total accrued expenses 136.08

Income Taxes:

Total Current Liabilities **136.08**

LONG-TERM LIABILITIES:

Notes Payable:

BB&T LOC 46,625.00

N/P-D H VEHICLE 36,255.14

Total notes payable 82,880.14

Total Long-Term Liabilities 82,880.14

Total Liabilities **83,016.22**

SHAREHOLDERS' EQUITY:

Capital Stock 2,000.00

Dividends-Curt (201,762.12)

Retained Earnings 66,470.50

Dividends - David (201,762.12)

Current earnings (loss) 388,794.37

Total Shareholders' Equity 53,740.63

**TOTAL LIABILITIES AND
SHAREHOLDERS' EQUITY** **\$ 136,756.85**

See Accountants' Compilation Report

Geographic Technologies Group, Inc.
STATEMENT OF REVENUES AND EXPENSES-INCOME TAX BASIS
For the Seven Months Ended December 31, 2019

	<u>2019</u>	<u>% to Sales</u>
Revenue:		
Consulting Income	\$ 847,463.17	24.58%
ESRI Income	5,504.12	0.16%
GIS Service	1,655,563.00	48.03%
HTE- Software	86,293.75	2.50%
Maintenance	778,266.59	22.58%
Installation/Training	38,880.00	1.13%
Services - Income	32,664.10	0.95%
Reimbursement Income	2,500.57	0.07%
Total Revenue	3,447,135.30	100.00%
 Cost of Sales:		
 Gross Profit	 3,447,135.30	 100.00%

See Accountants' Compilation Report

Geographic Technologies Group, Inc.
STATEMENT OF REVENUES AND EXPENSES-INCOME TAX BASIS
For the Seven Months Ended December 31, 2019

	<u>2019</u>	<u>% to Sales</u>
Operating Expenses:		
Salaries-Other	1,942,276.28	56.34%
Commissions	6,701.16	0.19%
Bonus	7,000.00	0.20%
Conferences	29,097.10	0.84%
Marketing	27,655.07	0.80%
Outside Services	160.13	0.00%
Utilities	11,727.61	0.34%
Telephone- Cell	21,267.01	0.62%
Telephone	6,847.88	0.20%
Insurance-Hazard	34,999.58	1.02%
Officer Life Insurance	9,935.00	0.29%
Insurance-Health	102,671.17	2.98%
Advertising	13,613.13	0.39%
Auto Expense	14,397.69	0.42%
Legal & Accounting	27,978.62	0.81%
Depreciation Expense	32,578.80	0.95%
Payroll Taxes	144,782.10	4.20%
Property Taxes	12,646.65	0.37%
Franchise tax	46,555.23	1.35%
Licenses & Permits	967.54	0.03%
Interest	5,230.26	0.15%
Licensing Agreement Fees	113,313.34	3.29%
Office Expense	9,587.27	0.28%
Internet	29,467.48	0.85%
Rent	54,359.00	1.58%
Software/Hardware	17,788.34	0.52%
Investment / Retirement	32,827.00	0.95%
Travel & Lodging	136,268.56	3.95%
Business Meals	18,846.22	0.55%
Postage & Delivery	9,630.46	0.28%
Employee Appreciation Program	3,743.42	0.11%
Education & Training	885.00	0.03%
Contractor	113,956.24	3.31%
Repairs & Maintenance	2,512.19	0.07%
Dues & Subscriptions	5,775.80	0.17%
Bank Charges	2,325.40	0.07%
Janitorial Exp	6,150.00	0.18%
Donation	1,817.20	0.05%
Total Operating Expenses	<u>3,058,340.93</u>	<u>88.72%</u>
Earnings from Operations	<u>388,794.37</u>	<u>11.28%</u>

Other Income

See Accountants' Compilation Report

Geographic Technologies Group, Inc.
STATEMENT OF REVENUES AND EXPENSES-INCOME TAX BASIS
For the Seven Months Ended December 31, 2019

	<u>2019</u>	<u>% to Sales</u>
Net Income (Loss)	\$ <u>388,794.37</u>	<u>11.28%</u>

See Accountants' Compilation Report



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/28/2021

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

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

PRODUCER John Hackney Agency, Inc 3700 Nash Street N P. O. Box 998 Wilson NC 27894-0998	CONTACT NAME: Ann Burnette
	PHONE (A/C, No, Ext): (252)291-3111 FAX (A/C, No): (252)291-6306
	E-MAIL ADDRESS: aburnette@johnhackneyagency.com
INSURER(S) AFFORDING COVERAGE	
	INSURER A: Travelers Property Casualty Co. NAIC # 36161
	INSURER B: Phoenix Insurance Company 25623
	INSURER C:
	INSURER D:
	INSURER E:
	INSURER F:

COVERAGES CERTIFICATE NUMBER: Master COI REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		ZLP71M6831019 ZLP71M6831020	11/10/2019 11/10/2020	11/10/2020 11/10/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	X		BALL98363519 BALL98363520	11/10/2019 11/10/2020	11/10/2020 11/10/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured/Underinsured Motorist \$ 1,000,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			CUP8M96859319 CUP8M96859320	11/10/2019 11/10/2020	11/10/2020 11/10/2021	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	UB9H05493519 UB9H05493520	11/10/2019 11/10/2020	11/10/2020 11/10/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Technology Errors & Omissions Cyber Liability Included			ZPL21N8269719 ZPL21N8269719	11/10/2019 11/10/2020	11/10/2020 11/10/2021	Each Claim Limit \$5,000,000 Aggregate Limit \$5,000,000

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

City of Green Cove Springs is listed as additional insured-TIMA

30 days written notice except for non-payment of premium.

RFQ: LC 2021-01

Project Name: Design Consultant for GIS Design Project Funded Through the Department of Economic Opportunity

UMBRELLA FOLLOWS FORM

CERTIFICATE HOLDER

City of Green Cove Springs
321 Walnut Street
Green Cove Springs, FL 32065

CANCELLATION

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

AUTHORIZED REPRESENTATIVE

Will Faircloth/ABURN

Will Faircloth

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ACORD 25 (2014/01)

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INS025 (201401)

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET ADDITIONAL INSURED

(Includes Products-Completed Operations If Required By Contract)

This endorsement modifies insurance provided under the following:
COMMERCIAL GENERAL LIABILITY COVERAGE PART

PROVISIONS

The following is added to **SECTION II - WHO IS AN INSURED:**

Any person or organization that you agree in a written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only:

- a.** With respect to liability for "bodily injury" or "property damage" that occurs, or for "personal injury" caused by an offense that is committed, subsequent to the signing of that contract or agreement and while that part of the contract or agreement is in effect; and
- b.** If, and only to the extent that, such injury or damage is caused by acts or omissions of you or your subcontractor in the performance of "your work" to which the written contract or agreement applies. Such person or organization does not qualify as an additional insured with respect to the independent acts or omissions of such person or organization.

The insurance provided to such additional insured is subject to the following provisions:

- a.** If the Limits of Insurance of this Coverage Part shown in the Declarations exceed the minimum limits required by the written contract or agreement, the insurance provided to the additional insured will be limited to such minimum required limits. For the purposes of determining whether this limitation applies, the minimum limits required by the written contract or agreement will be considered to include the minimum limits of any Umbrella or Excess liability coverage required for the additional insured by that written contract or agreement. This provision will not increase the limits of insurance described in Section III - Limits Of Insurance.
- b.** The insurance provided to such additional insured does not apply to:

- (1)** Any "bodily injury", "property damage" or "personal injury" arising out of the providing, or failure to provide, any professional architectural, engineering or surveying services, including:

- (a)** The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders or change orders, or the preparing, approving, or failing to prepare or approve, drawings and specifications; and
- (b)** Supervisory, inspection, architectural or engineering activities.

- (2)** Any "bodily injury" or "property damage" caused by "your work" and included in the "products-completed operations hazard" unless the written contract or agreement specifically requires you to provide such coverage for that additional insured during the policy period.

- c.** The additional insured must comply with the following duties:

- (1)** Give us written notice as soon as practicable of an "occurrence" or an offense which may result in a claim. To the extent possible, such notice should include:

- (a)** How, when and where the "occurrence" or offense took place;
- (b)** The names and addresses of any injured persons and witnesses; and
- (c)** The nature and location of any injury or damage arising out of the "occurrence" or offense.

- (2)** If a claim is made or "suit" is brought against the additional insured:

- (a)** Immediately record the specifics of the claim or "suit" and the date received; and
- (b)** Notify us as soon as practicable and see to it that we receive

COMMERCIAL GENERAL LIABILITY

written notice of the claim or "suit" as soon as practicable.

- (3) Immediately send us copies of all legal papers received in connection with the claim or "suit", cooperate with us in the investigation or settlement of the claim or defense against the "suit", and otherwise comply with all policy conditions.
- (4) Tender the defense and indemnity of any claim or "suit" to any provider of other insurance which would cover

such additional insured for a loss we cover. However, this condition does not affect whether the insurance provided to such additional insured is primary to other insurance available to such additional insured which covers that person or organization as a named insured as described in Paragraph 4., Other Insurance, of Section **IV** - Commercial General Liability Conditions.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BUSINESS AUTO EXTENSION ENDORSEMENT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

GENERAL DESCRIPTION OF COVERAGE – This endorsement broadens coverage. However, coverage for any injury, damage or medical expenses described in any of the provisions of this endorsement may be excluded or limited by another endorsement to the Coverage Part, and these coverage broadening provisions do not apply to the extent that coverage is excluded or limited by such an endorsement. The following listing is a general coverage description only. Limitations and exclusions may apply to these coverages. Read all the provisions of this endorsement and the rest of your policy carefully to determine rights, duties, and what is and is not covered.

- | | |
|---|---|
| <ul style="list-style-type: none"> A. BROAD FORM NAMED INSURED B. BLANKET ADDITIONAL INSURED C. EMPLOYEE HIRED AUTO D. EMPLOYEES AS INSURED E. SUPPLEMENTARY PAYMENTS – INCREASED LIMITS F. HIRED AUTO – LIMITED WORLDWIDE COVERAGE – INDEMNITY BASIS G. WAIVER OF DEDUCTIBLE – GLASS | <ul style="list-style-type: none"> H. HIRED AUTO PHYSICAL DAMAGE – LOSS OF USE – INCREASED LIMIT I. PHYSICAL DAMAGE – TRANSPORTATION EXPENSES – INCREASED LIMIT J. PERSONAL PROPERTY K. AIRBAGS L. NOTICE AND KNOWLEDGE OF ACCIDENT OR LOSS M. BLANKET WAIVER OF SUBROGATION N. UNINTENTIONAL ERRORS OR OMISSIONS |
|---|---|

PROVISIONS

A. BROAD FORM NAMED INSURED

The following is added to Paragraph **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

Any organization you newly acquire or form during the policy period over which you maintain 50% or more ownership interest and that is not separately insured for Business Auto Coverage. Coverage under this provision is afforded only until the 180th day after you acquire or form the organization or the end of the policy period, whichever is earlier.

B. BLANKET ADDITIONAL INSURED

The following is added to Paragraph **c.** in **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

Any person or organization who is required under a written contract or agreement between you and that person or organization, that is signed and executed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, to be named as an additional insured is an "insured" for Covered Autos Liability Coverage, but only for damages to which

this insurance applies and only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured provision contained in Section II.

C. EMPLOYEE HIRED AUTO

1. The following is added to Paragraph **A.1., Who Is An Insured, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:**

An "employee" of yours is an "insured" while operating an "auto" hired or rented under a contract or agreement in an "employee's" name, with your permission, while performing duties related to the conduct of your business.

2. The following replaces Paragraph **b. in **B.5., Other Insurance**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:**

b. For Hired Auto Physical Damage Coverage, the following are deemed to be covered "autos" you own:

- (1)** Any covered "auto" you lease, hire, rent or borrow; and
- (2)** Any covered "auto" hired or rented by your "employee" under a contract in an "employee's" name, with your

COMMERCIAL AUTO

permission, while performing duties related to the conduct of your business.

However, any "auto" that is leased, hired, rented or borrowed with a driver is not a covered "auto".

D. EMPLOYEES AS INSURED

The following is added to Paragraph **A.1., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

Any "employee" of yours is an "insured" while using a covered "auto" you don't own, hire or borrow in your business or your personal affairs.

E. SUPPLEMENTARY PAYMENTS – INCREASED LIMITS

1. The following replaces Paragraph **A.2.a.(2)**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

(2) Up to \$3,000 for cost of bail bonds (including bonds for related traffic law violations) required because of an "accident" we cover. We do not have to furnish these bonds.

2. The following replaces Paragraph **A.2.a.(4)**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

(4) All reasonable expenses incurred by the "insured" at our request, including actual loss of earnings up to \$500 a day because of time off from work.

F. HIRED AUTO – LIMITED WORLDWIDE COVERAGE – INDEMNITY BASIS

The following replaces Subparagraph (5) in Paragraph **B.7., Policy Period, Coverage Territory**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

(5) Anywhere in the world, except any country or jurisdiction while any trade sanction, embargo, or similar regulation imposed by the United States of America applies to and prohibits the transaction of business with or within such country or jurisdiction, for Covered Autos Liability Coverage for any covered "auto" that you lease, hire, rent or borrow without a driver for a period of 30 days or less and that is not an "auto" you lease, hire, rent or borrow from any of your "employees", partners (if you are a partnership), members (if you are a limited liability company) or members of their households.

(a) With respect to any claim made or "suit" brought outside the United States of America, the territories and possessions of the United States of America, Puerto Rico and Canada:

(i) You must arrange to defend the "insured" against, and investigate or settle any such claim or "suit" and keep us advised of all proceedings and actions.

(ii) Neither you nor any other involved "insured" will make any settlement without our consent.

(iii) We may, at our discretion, participate in defending the "insured" against, or in the settlement of, any claim or "suit".

(iv) We will reimburse the "insured" for sums that the "insured" legally must pay as damages because of "bodily injury" or "property damage" to which this insurance applies, that the "insured" pays with our consent, but only up to the limit described in Paragraph **C., Limits Of Insurance**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**.

(v) We will reimburse the "insured" for the reasonable expenses incurred with our consent for your investigation of such claims and your defense of the "insured" against any such "suit", but only up to and included within the limit described in Paragraph **C., Limits Of Insurance**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**, and not in addition to such limit. Our duty to make such payments ends when we have used up the applicable limit of insurance in payments for damages, settlements or defense expenses.

(b) This insurance is excess over any valid and collectible other insurance available to the "insured" whether primary, excess, contingent or on any other basis.

(c) This insurance is not a substitute for required or compulsory insurance in any country outside the United States, its territories and possessions, Puerto Rico and Canada.

You agree to maintain all required or compulsory insurance in any such country up to the minimum limits required by local law. Your failure to comply with compulsory insurance requirements will not invalidate the coverage afforded by this policy, but we will only be liable to the same extent we would have been liable had you complied with the compulsory insurance requirements.

- (d) It is understood that we are not an admitted or authorized insurer outside the United States of America, its territories and possessions, Puerto Rico and Canada. We assume no responsibility for the furnishing of certificates of insurance, or for compliance in any way with the laws of other countries relating to insurance.

G. WAIVER OF DEDUCTIBLE – GLASS

The following is added to Paragraph **D.**, **Deductible**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

No deductible for a covered "auto" will apply to glass damage if the glass is repaired rather than replaced.

H. HIRED AUTO PHYSICAL DAMAGE – LOSS OF USE – INCREASED LIMIT

The following replaces the last sentence of Paragraph **A.4.b.**, **Loss Of Use Expenses**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

However, the most we will pay for any expenses for loss of use is \$65 per day, to a maximum of \$750 for any one "accident".

I. PHYSICAL DAMAGE – TRANSPORTATION EXPENSES – INCREASED LIMIT

The following replaces the first sentence in Paragraph **A.4.a.**, **Transportation Expenses**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

We will pay up to \$50 per day to a maximum of \$1,500 for temporary transportation expense incurred by you because of the total theft of a covered "auto" of the private passenger type.

J. PERSONAL PROPERTY

The following is added to Paragraph **A.4.**, **Coverage Extensions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

Personal Property

We will pay up to \$400 for "loss" to wearing apparel and other personal property which is:

- (1) Owned by an "insured"; and

- (2) In or on your covered "auto".

This coverage applies only in the event of a total theft of your covered "auto".

No deductibles apply to this Personal Property coverage.

K. AIRBAGS

The following is added to Paragraph **B.3.**, **Exclusions**, of **SECTION III – PHYSICAL DAMAGE COVERAGE**:

Exclusion **3.a.** does not apply to "loss" to one or more airbags in a covered "auto" you own that inflate due to a cause other than a cause of "loss" set forth in Paragraphs **A.1.b.** and **A.1.c.**, but only:

- a. If that "auto" is a covered "auto" for Comprehensive Coverage under this policy;
 - b. The airbags are not covered under any warranty; and
 - c. The airbags were not intentionally inflated.
- We will pay up to a maximum of \$1,000 for any one "loss".

L. NOTICE AND KNOWLEDGE OF ACCIDENT OR LOSS

The following is added to Paragraph **A.2.a.**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

Your duty to give us or our authorized representative prompt notice of the "accident" or "loss" applies only when the "accident" or "loss" is known to:

- (a) You (if you are an individual);
- (b) A partner (if you are a partnership);
- (c) A member (if you are a limited liability company);
- (d) An executive officer, director or insurance manager (if you are a corporation or other organization); or
- (e) Any "employee" authorized by you to give notice of the "accident" or "loss".

M. BLANKET WAIVER OF SUBROGATION

The following replaces Paragraph **A.5.**, **Transfer Of Rights Of Recovery Against Others To Us**, of **SECTION IV – BUSINESS AUTO CONDITIONS**:

5. Transfer Of Rights Of Recovery Against Others To Us

We waive any right of recovery we may have against any person or organization to the extent required of you by a written contract signed and executed prior to any "accident" or "loss", provided that the "accident" or "loss" arises out of operations contemplated by

such contract. The waiver applies only to the person or organization designated in such contract.

N. UNINTENTIONAL ERRORS OR OMISSIONS

The following is added to Paragraph **B.2., Concealment, Misrepresentation, Or Fraud,** of **SECTION IV – BUSINESS AUTO CONDITIONS:**

The unintentional omission of, or unintentional error in, any information given by you shall not prejudice your rights under this insurance. However this provision does not affect our right to collect additional premium or exercise our right of cancellation or non-renewal.

II - Who Is An Insured,
except when Paragraph **d.**
below applies.

- (b) Any of the other insurance, whether primary, excess, contingent or on any other basis, that is available to the insured when the insured is an additional insured, or is any other insured that does not qualify as a named insured, under such other insurance.
- (2) When this insurance is excess, we will have no duty under Coverages **A** or **B** to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.
- (3) When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:
- (a) The total amount that all such other insurance would pay for the loss in the absence of this insurance; and
- (b) The total of all deductible and self-insured amounts under all that other insurance.
- (4) We will share the remaining loss, if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.

c. Method Of Sharing

If all of the other insurance permits contribution by equal shares, we will follow this method also. Under this approach each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

d. Primary And Non-Contributory Insurance If Required By Written Contract

If you specifically agree in a written contract or agreement that the insurance afforded to an insured under this Coverage Part must apply on a primary basis, or a primary and non-contributory basis, this insurance is primary to other insurance that is available to such insured which covers such insured as a named insured, and we will not share with that other insurance, provided that:

- (1) The "bodily injury" or "property damage" for which coverage is sought occurs; and
- (2) The "personal and advertising injury" for which coverage is sought is caused by an offense that is committed;

subsequent to the signing of that contract or agreement by you.

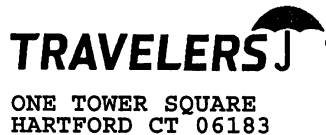
5. Premium Audit

- a. We will compute all premiums for this Coverage Part in accordance with our rules and rates.**
- b. Premium shown in this Coverage Part as advance premium is a deposit premium only. At the close of each audit period we will compute the earned premium for that period and send notice to the first Named Insured. The due date for audit and retrospective premiums is the date shown as the due date on the bill. If the sum of the advance and audit premiums paid for the policy period is greater than the earned premium, we will return the excess to the first Named Insured.**
- c. The first Named Insured must keep records of the information we need for premium computation, and send us copies at such times as we may request.**

6. Representations

By accepting this policy, you agree:

- a. The statements in the Declarations are accurate and complete;**
- b. Those statements are based upon representations you made to us; and**
- c. We have issued this policy in reliance upon your representations.**



**WORKERS COMPENSATION
AND
EMPLOYERS LIABILITY POLICY**

ENDORSEMENT WC 00 03 13 (00) - 001

POLICY NUMBER: UB-9H054935-20-I5-G

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit any one not named in the Schedule.

SCHEDULE

DESIGNATED PERSON:

DESIGNATED ORGANIZATION:

ANY PERSON OR ORGANIZATION FOR WHICH THE INSURED HAS AGREED
BY WRITTEN CONTRACT EXECUTED PRIOR TO LOSS TO FURNISH THIS
WAIVER.

INCLUDING:

LOS ANGELES WORLD AIRPORTS P O BOX 92216 LOS ANGELES, CA
90009

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

XTEND ENDORSEMENT FOR TECHNOLOGY

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

GENERAL DESCRIPTION OF COVERAGE - This endorsement broadens coverage. However, coverage for any injury, damage or medical expenses described in any of the provisions of this endorsement may be excluded or limited by another endorsement to this Coverage Part, and these coverage broadening provisions do not apply to the extent that coverage is excluded or limited by such an endorsement. The following listing is a general coverage description only. Read all the provisions of this endorsement and the rest of your policy carefully to determine rights, duties, and what is and is not covered.

- | | |
|---|---|
| <p>A. Non-Owned Watercraft - 75 Feet Long Or Less</p> <p>B. Who Is An Insured - Unnamed Subsidiaries</p> <p>C. Who Is An Insured - Employees - Supervisory Positions</p> <p>D. Who Is An Insured - Newly Acquired Or Formed Limited Liability Companies</p> <p>E. Who Is An Insured - Liability For Conduct Of Unnamed Partnerships Or Joint Ventures</p> <p>F. Blanket Additional Insured - Persons Or Organizations For Your Ongoing Operations As Required By Written Contract Or Agreement</p> <p>G. Blanket Additional Insured - Broad Form Vendors</p> | <p>H. Blanket Additional Insured - Controlling Interest</p> <p>I. Blanket Additional Insured - Mortgagees, Assignees, Successors Or Receivers</p> <p>J. Blanket Additional Insured - Governmental Entities - Permits Or Authorizations Relating To Premises</p> <p>K. Blanket Additional Insured - Governmental Entities - Permits Or Authorizations Relating To Operations</p> <p>L. Medical Payments - Increased Limit</p> <p>M. Blanket Waiver Of Subrogation</p> <p>N. Contractual Liability - Railroads</p> <p>O. Damage To Premises Rented To You</p> |
|---|---|

PROVISIONS

A. NON-OWNED WATERCRAFT - 75 FEET LONG OR LESS

1. The following replaces Paragraph (2) of Exclusion **g., Aircraft, Auto Or Watercraft**, in Paragraph 2. of **SECTION I - COVERAGES - COVERAGE A - BODILY INJURY AND PROPERTY DAMAGE LIABILITY:**

(2) A watercraft you do not own that is:

- (a) 75 feet long or less; and
- (b) Not being used to carry any person or property for a charge;

2. The following replaces Paragraph 2.e. of **SECTION II - WHO IS AN INSURED:**

e. Any person or organization that, with your express or implied

consent, either uses or is responsible for the use of a watercraft that you do not own that is:

- (1) 75 feet long or less; and
- (2) Not being used to carry any person or property for a charge.

B. WHO IS AN INSURED - UNNAMED SUBSIDIARIES

The following is added to **SECTION II - WHO IS AN INSURED:**

Any of your subsidiaries, other than a partnership or joint venture, that is not shown as a Named Insured in the Declarations is a Named Insured if:

- a. You are the sole owner of, or maintain an ownership interest of more than 50% in, such subsidiary on the first day of the policy period; and

COMMERCIAL GENERAL LIABILITY

- b. Such subsidiary is not an insured under similar other insurance.

No such subsidiary is an insured for "bodily injury" or "property damage" that occurred, or "personal and advertising injury" caused by an offense committed:

- a. Before you maintained an ownership interest of more than 50% in such subsidiary; or
- b. After the date, if any, during the policy period that you no longer maintain an ownership interest of more than 50% in such subsidiary.

For purposes of Paragraph 1. of Section II - Who Is An Insured, each such subsidiary will be deemed to be designated in the Declarations as:

- a. A limited liability company;
- b. An organization other than a partnership, joint venture or limited liability company; or

- c. A trust;

as indicated in its name or the documents that govern its structure.

C. WHO IS AN INSURED - EMPLOYEES - SUPERVISORY POSITIONS

The following is added to Paragraph 2.a(1) of SECTION II - WHO IS AN INSURED:

Paragraphs (1)(a), (b) and (c) above do not apply to "bodily injury" to a co-"employee" while in the course of the co-"employee's" employment by you arising out of work by any of your "employees" who hold a supervisory position.

D. WHO IS AN INSURED - NEWLY ACQUIRED OR FORMED LIMITED LIABILITY COMPANIES

The following replaces Paragraph 3. of SECTION II - WHO IS AN INSURED:

- 3. Any organization you newly acquire or form, other than a partnership or joint venture, and of which you are the sole owner or in which you maintain an ownership interest of more than 50%, will qualify as a Named Insured if there is no other similar insurance available to that organization. However:

- a. Coverage under this provision is afforded only:

- (1) Until the 180th day after you acquire or form the organization or the end of

the policy period, whichever is earlier, if you do not report such organization in writing to us within 180 days after you acquire or form it; or

- (2) Until the end of the policy period, when that date is later than 180 days after you acquire or form such organization, if you report such organization in writing to us within 180 days after you acquire or form it;

- b. Coverage A does not apply to "bodily injury" or "property damage" that occurred before you acquired or formed the organization; and

- c. Coverage B does not apply to "personal and advertising injury" arising out of an offense committed before you acquired or formed the organization.

For the purposes of Paragraph 1. of Section II - Who Is An Insured, each such organization will be deemed to be designated in the Declarations as:

- a. A limited liability company;
- b. An organization, other than a partnership, joint venture or limited liability company; or

- c. A trust;

as indicated in its name or the documents that govern its structure.

E. WHO IS AN INSURED - LIABILITY FOR CONDUCT OF UNNAMED PARTNERSHIPS OR JOINT VENTURES

The following replaces the last paragraph of SECTION II - WHO IS AN INSURED:

No person or organization is an insured with respect to the conduct of any current or past partnership or joint venture that is not shown as a Named Insured in the Declarations. This paragraph does not apply to any such partnership or joint venture that otherwise qualifies as an insured under Section II - Who Is An Insured.

F. BLANKET ADDITIONAL INSURED - PERSONS OR ORGANIZATIONS FOR YOUR ONGOING OPERATIONS AS REQUIRED BY WRITTEN CONTRACT OR AGREEMENT

The following is added to SECTION II - WHO IS AN INSURED:

Any person or organization that is not otherwise an insured under this Coverage Part and that you have agreed in a written

contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to liability for "bodily injury" or "property damage" that:

- a. Occurs subsequent to the signing of that contract or agreement; and
- b. Is caused, in whole or in part, by your acts or omissions in the performance of your ongoing operations to which that contract or agreement applies or the acts or omissions of any person or organization performing such operations on your behalf.

The limits of insurance provided to such insured will be the minimum limits that you agreed to provide in the written contract or agreement, or the limits shown in the Declarations, whichever are less.

G. BLANKET ADDITIONAL INSURED - BROAD FORM VENDORS

The following is added to **SECTION II - WHO IS AN INSURED:**

Any person or organization that is a vendor and that you have agreed in a written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to liability for "bodily injury" or "property damage" that:

- a. Occurs subsequent to the signing of that contract or agreement; and
- b. Arises out of "your products" that are distributed or sold in the regular course of such vendor's business.

The insurance provided to such vendor is subject to the following provisions:

- a. The limits of insurance provided to such vendor will be the minimum limits that you agreed to provide in the written contract or agreement, or the limits shown in the Declarations, whichever are less.
- b. The insurance provided to such vendor does not apply to:
 - (1) Any express warranty not authorized by you or any distribution or sale for a purpose not authorized by you;
 - (2) Any change in "your products" made by such vendor;
 - (3) Repackaging, unless unpacked solely for the purpose of inspection, demonstration, testing, or the substitution of parts under instructions from the

manufacturer, and then repackaged in the original container;

- (4) Any failure to make such inspections, adjustments, tests or servicing as vendors agree to perform or normally undertake to perform in the regular course of business, in connection with the distribution or sale of "your products";
- (5) Demonstration, installation, servicing or repair operations, except such operations performed at such vendor's premises in connection with the sale of "your products"; or
- (6) "Your products" that, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or on behalf of such vendor.

Coverage under this provision does not apply to:

- a. Any person or organization from whom you have acquired "your products", or any ingredient, part or container entering into, accompanying or containing such products; or
- b. Any vendor for which coverage as an additional insured specifically is scheduled by endorsement.

H. BLANKET ADDITIONAL INSURED - CONTROLLING INTEREST

- 1. The following is added to **SECTION II - WHO IS AN INSURED:**

Any person or organization that has financial control of you is an insured with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" that arises out of:

- a. Such financial control; or
- b. Such person's or organization's ownership, maintenance or use of premises leased to or occupied by you.

The insurance provided to such person or organization does not apply to structural alterations, new construction or demolition operations performed by or on behalf of such person or organization.

- 2. The following is added to Paragraph 4. of **SECTION II - WHO IS AN INSURED:**

This paragraph does not apply to any premises owner, manager or lessor that has financial control of you.

I. BLANKET ADDITIONAL INSURED - MORTGAGEES, ASSIGNEES, SUCCESSORS OR RECEIVERS

The following is added to **SECTION II - WHO IS AN INSURED:**

Any person or organization that is a mortgagee, assignee, successor or receiver and that you have agreed in a written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to its liability as mortgagee, assignee, successor or receiver for "bodily injury", "property damage" or "personal and advertising injury" that:

- a. Is "bodily injury" or "property damage" that occurs, or is "personal and advertising injury" caused by an offense that is committed, subsequent to the signing of that contract or agreement; and
- b. Arises out of the ownership, maintenance or use of the premises for which that mortgagee, assignee, successor or receiver is required under that contract or agreement to be included as an additional insured on this Coverage Part.

The insurance provided to such mortgagee, assignee, successor or receiver is subject to the following provisions:

- a. The limits of insurance provided to such mortgagee, assignee, successor or receiver will be the minimum limits that you agreed to provide in the written contract or agreement, or the limits shown in the Declarations, whichever are less.
- b. The insurance provided to such person or organization does not apply to:
 - (1) Any "bodily injury" or "property damage" that occurs, or any "personal and advertising injury" caused by an offense that is committed, after such contract or agreement is no longer in effect; or
 - (2) Any "bodily injury", "property damage" or "personal and advertising injury" arising out of any structural alterations, new construction or demolition operations performed by or on behalf of such mortgagee, assignee, successor or receiver.

J. BLANKET ADDITIONAL INSURED - GOVERNMENTAL ENTITIES - PERMITS OR AUTHORIZATIONS RELATING TO PREMISES

The following is added to **SECTION II - WHO IS AN INSURED:**

Any governmental entity that has issued a permit or authorization with respect to premises owned or occupied by, or rented or loaned to, you and that you are required by any ordinance, law, building code or written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" arising out of the existence, ownership, use, maintenance, repair, construction, erection or removal of any of the following for which that governmental entity has issued such permit or authorization: advertising signs, awnings, canopies, cellar entrances, coal holes, driveways, manholes, marquees, hoist away openings, sidewalk vaults, elevators, street banners or decorations.

K. BLANKET ADDITIONAL INSURED - GOVERNMENTAL ENTITIES - PERMITS OR AUTHORIZATIONS RELATING TO OPERATIONS

The following is added to **SECTION II - WHO IS AN INSURED:**

Any governmental entity that has issued a permit or authorization with respect to operations performed by you or on your behalf and that you are required by any ordinance, law, building code or written contract or agreement to include as an additional insured on this Coverage Part is an insured, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" arising out of such operations.

The insurance provided to such governmental entity does not apply to:

- a. Any "bodily injury", "property damage" or "personal and advertising injury" arising out of operations performed for the governmental entity; or
- b. Any "bodily injury" or "property damage" included in the "products-completed operations hazard".

L. MEDICAL PAYMENTS - INCREASED LIMIT

The following replaces Paragraph 7. of **SECTION III - LIMITS OF INSURANCE:**

- 7. Subject to Paragraph 5. above, the Medical Expense Limit is the most we will pay under Coverage C for all medical expenses because of "bodily injury" sustained by any one person,

and will be the higher of:

- a. \$10,000; or
- b. The amount shown in the Declarations of this Coverage Part for Medical Expense Limit.

M. BLANKET WAIVER OF SUBROGATION

The following is added to Paragraph 8., **Transfer Of Rights Of Recovery Against Others To Us**, of SECTION IV - **COMMERCIAL GENERAL LIABILITY CONDITIONS**:

If the insured has agreed in a contract or agreement to waive that insured's right of recovery against any person or organization, we waive our right of recovery against such person or organization, but only for payments we make because of:

- a. "Bodily injury" or "property damage" that occurs; or
- b. "Personal and advertising injury" caused by an offense that is committed;

subsequent to the execution of the contract or agreement.

N. CONTRACTUAL LIABILITY - RAILROADS

1. The following replaces Paragraph c. of the definition of "insured contract" in the **DEFINITIONS** Section:

c. Any easement or license agreement;

2. Paragraph f.(1) of the definition of "insured contract" in the **DEFINITIONS** Section is deleted.

O. DAMAGE TO PREMISES RENTED TO YOU

The following replaces the definition of "premises damage" in the **DEFINITIONS** Section:

"Premises damage" means "property damage" to:

- a. Any premises while rented to you or temporarily occupied by you with permission of the owner; or
- b. The contents of any premises while such premises is rented to you, if you rent such premises for a period of seven or fewer consecutive days.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

BLANKET ADDITIONAL INSURED – PRIMARY AND NON-CONTRIBUTORY WITH OTHER INSURANCE

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

PROVISIONS

1. The following is added to Paragraph **A.1.c., Who Is An Insured**, of **SECTION II – COVERED AUTOS LIABILITY COVERAGE**:

This includes any person or organization who you are required under a written contract or agreement between you and that person or organization, that is signed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, to name as an additional insured for Covered Autos Liability Coverage, but only for damages to which this insurance applies and only to the extent of that person's or organization's liability for the conduct of another "insured".

2. The following is added to Paragraph **B.5., Other Insurance** of **SECTION IV – BUSINESS AUTO CONDITIONS**:

Regardless of the provisions of paragraph a. and paragraph **d.** of this part **5. Other Insurance**, this insurance is primary to and non-contributory with applicable other insurance under which an additional insured person or organization is the first named insured when the written contract or agreement between you and that person or organization, that is signed by you before the "bodily injury" or "property damage" occurs and that is in effect during the policy period, requires this insurance to be primary and non-contributory.

Financial Summary Report

Losses From: 02/01/2015 To 02/01/2021

	Incurred CIm+Med+Exp	Paid CIm+Med+Exp	Outstanding CIm+Med+Exp	Number of Claims	Percent Paid/Inc
Policy Year: 2019					
Line of Insurance					
MP - MALPRACTICE	\$0.00	\$0.00	\$0.00	1	0.00
Subtotals for Policy Year : 2019	\$0.00	\$0.00	\$0.00	1	0.00
<hr/>					
Report Grand Totals	\$0.00	\$0.00	\$0.00	1	0.00
<hr/>					

Financial Summary Report

Losses From: 02/01/2015 To 02/01/2021

Report Parameters

Report Name: Financial Summary
Losses From: 02/01/2015 To 02/01/2021

Policy Number(s): 21N82697

Sorts

<u>Sort Name</u>	<u>Sort Label</u>	<u>Subtotal</u>	<u>Page Break</u>
1. Policy Year	Policy Year	Y	N
2. Line of Insurance	Line of Insurance	N	N

Limiting Statements

Ranking



2

Required Forms



**GEOGRAPHIC
TECHNOLOGIESGROUP**

PUBLIC ENTITY CRIMES REQUIREMENT:

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid or a proposal on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, and may not transact business with any public entity in excess of the threshold amount provided in SECTION 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

**SWORN STATEMENT PURSUANT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON ENTITY CRIMES**

1. This sworn statement is submitted to The City of Green Cove Springs, FL
(print name of the public entity)

by David A. Holdstock, Chief Executive Officer
(print individual's name and title)

for Geographic Technologies Group, Inc.
(print name of entity submitting sworn statement)

whose business address is
1202 Parkway Drive, Goldsboro, NC 27534

and (if applicable) its Federal Employer Identification Number (FEIN) is:
56-2038173

(If the entity has no FEIN, include the Social Security Number of the Individual signing this sworn statement: _____)

2. I understand that a "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 of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision or any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
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 any federal or state trial court of record

relating to charges brought by indictment or information after July 1, 1989, as a result of jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:

a. A predecessor or successor of a person convicted of a public entity crime; or
b. An entity under the control 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.

c. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
d. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **(indicate which statement applies.)**

 ^x Neither the entity submitting this sworn statement, nor any of its officers, directors, 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 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 subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer 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 HIS FORM IS VALID THOROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.

David A. Holdstock

(Signature)

Sworn to an subscribed before me this 2nd day of February, 2021

Personally known to me as _____

David A. Holdstock

OR produced identification _____

Notary Public - State of North Carolina

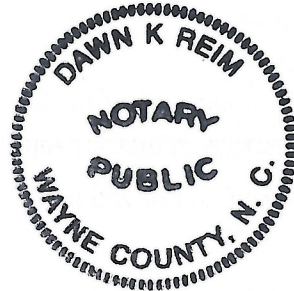
My commission expires March 15, 2024

(Type of identification)

Dawn K. Reim

Dawn K Reim

(Printed typed or stamped commissioned name of notary public)



DRUG-FREE WORKPLACE COMPLIANCE FORM

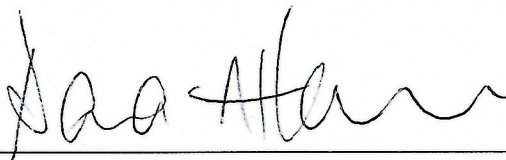
In order to have a drug-free workplace program, a business shall abide as follows:

The undersigned vendor/contractor in accordance with Florida Statue 287.087 hereby certifies that Geographic Technologies Group, Inc. (name of business) does:

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 company’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 or drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under proposal a copy of the statement specified in item 1, above.
4. In the statement specified in item 1, notify the employees that as a condition of working on the commodities or contractual services which are under proposal, 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 1893 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 convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that, Geographic Technologies Group, Inc.

(name of business), fully complies/does not comply with the above requirements.



Vendor/Contractor Signature

February 2, 2021

Date

**STANDARD ADDENDUM
TO ALL
CITY CONTRACTS AND AGREEMENTS**

Any other provisions of the Contract or Agreement to which this Standard Addendum is attached to the contrary notwithstanding, the parties specifically agree that the provisions hereinafter set forth will apply exclusively with respect to the matters addressed, whether addressed in said Contract or Agreement or not, and shall be deemed an integral part of said Contract or Agreement as if duly set out therein, having a force and effect of equal or superior dignity, as applicable, with the provisions thereof; provided, that if the provisions of the Contract or Agreement address a particular matter in a manner which results in a lower cost to the City than this Standard Addendum, then such provisions of the Contract or Agreement shall control and supersede the applicable provisions hereof (as used herein, the term "Contractor" means the vendor or other party in the Contract or Agreement providing construction, labor, materials, professional services, and/or equipment to the City thereunder; the term "City" means Green Cove Springs, a municipal corporation of the State of Florida, its City Council, or any other name or label set forth in the Contract or Agreement identifying such entity).

1. All payments for services rendered, or supplies, materials, equipment and the like constructed, delivered or installed under the Contract or Agreement (the Work) shall be made by the City in accordance with the Local Government Prompt Payment Act (the Act). Upon receipt of a proper statement, invoice or draw request, the City shall have the number of days provided in the Act in which to make payment.
2. Any work or professional services sub-contracted for by the Contractor for which the City has agreed to reimburse the Contractor shall not be marked up but shall be payable by the City only in the exact amount reasonably incurred by the Contractor. No other such sub-contracted services shall be reimbursed.
3. In the event the Contract or Agreement is for professional services, charged on a time basis, the City shall not be billed or invoiced for time spent traveling to and from the Contractor's offices or other points of dispatch of its sub-contractors, employees, officers, or agents in connection with the services being rendered.
4. The City shall not be liable to reimburse the Contractor for any courier service, telephone, facsimile, or postage charges incurred by the Contractor, except as follows, and then only in the exact amount incurred by the Contractor [if the space below is left blank, then "NONE" is deemed to have been inserted therein]:
5. The City shall not be liable to reimburse the Contractor for any copying expenses incurred by the Contractor, except as follows, and then only at \$0.05 per page [if the space below is left blank, then "NONE" is deemed to have been inserted therein]:
6. If and only if travel and per diem expenses are addressed in the Contract or Agreement in a manner which expressly provides for the City to reimburse the Contractor for the same, then the City shall reimburse the Contractor only for those travel and per diem expenses reasonably incurred and only in accordance with the provisions of Section 112.061, Florida Statutes or as otherwise limited by Florida law. In the event the Contractor has need to utilize hotel accommodations or common carrier services, the City shall reimburse the Contractor for his, her, or its reasonable expense incurred thereby provided prior written approval of the City Manager of the City or his or her designee is obtained.
7. With respect to drawings and/or plans prepared on behalf of the City by the Contractor under the Contract or Agreement, unless specifically provided otherwise therein, complete sets of such drawings and/or plans shall be reproduced by the Contractor without cost to the City for all bidders requesting the same, and five (5) complete sets of such drawings and/or plans shall be reproduced and delivered to the City without cost.

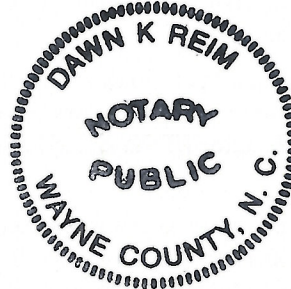
8. With respect to any indemnification by the City provided under the Contract or Agreement, any such indemnification shall be subject to and within the limits set forth in Section 768.28, Florida Statutes, and shall otherwise be limited as provided by law.
9. In that the City is a governmental agency exempt from sales tax, the City shall pay no such taxes, any other provisions of the Contract or Agreement to the contrary notwithstanding. The City shall provide proof of its exempt status upon reasonable request.
10. Any pre-printed provisions of the Contract or Agreement to the contrary notwithstanding, the same shall not automatically be renewed but shall be renewed only upon subsequent agreement of the parties.
11. The Contractor acknowledges that in the budget for each fiscal year of the City during which the term of the Contract or Agreement is in effect, a limited amount of funds is appropriated which are available to make payments arising under the Contract or Agreement. Any other provisions of the Contract or Agreement to the contrary notwithstanding, and pursuant to applicable Florida Statutes, the maximum payment that the City is obligated to make under the Contract or Agreement from the budget of any fiscal year shall not exceed the appropriation for said fiscal year.

CONTRACTOR/FIRM/INDIVIDUAL

By: David A. Holdstock, Chief Executive Officer
(Printed Name and Title)

ATTEST:

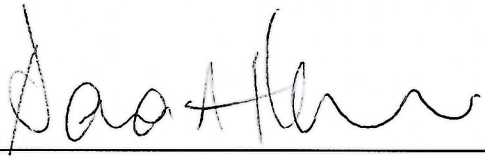
By: 
Notary



My Commission Expires: March 24, 2024

Addendum Acknowledgement:

I am in receipt of 1 (number issued) addendum.

A handwritten signature in black ink, appearing to read "D. A. Allen", is written above a solid horizontal line.

Signature



***Company
Overview and
GIS Knowledge***



**GEOGRAPHIC
TECHNOLOGIESGROUP**

(1) Knowledge of GIS Mapping Systems and Experience Designing Them

Overview of Geographic Technologies Group

Geographic Technologies Group, Inc. (GTG) is one of the country's **leading full-service local government GIS consulting companies**, allowing us to have expertise in every area of GIS. Headquartered in North Carolina with regional offices throughout North America, GTG has secured state, national, and international awards for geospatial planning and enterprise planning solutions. Founded in 1997, our company celebrates more than twenty-three years of growth and success. Built on its tradition of deploying the very best GIS solutions for government, GTG now has over 700 clients nationwide. GTG continues to build an outstanding GIS portfolio on the foundation of a corporate culture of quality, understanding government operations, and commitment to our clients. We are fully prepared to support the City of Green Cove Springs with the tasks as outlined in the RFQ scope of services.

Industries We Serve



GTG is committed to serving all local government departments. GTG offers an inclusive and insightful understanding of local government operations and has a cadre of experts representing all areas of local government: planning, infrastructure, land management, public safety, and information technology. Our team has worked with local governments across the United States and Canada to evaluate existing practices and design optimum GIS solutions. Our business lines are bespoke tailored solutions for all departments in local government including (*but not limited to*) IT and GIS, Parks and Recreation, Open Space and Mountain Parks, Natural Resource Management, Public Safety, Public Works and Public Utilities, Telecommunications and Fiber Management, Economic Development, Planning, and Public Administration.

Award-Winning Company

Our unique insight and experience have allowed us to develop a successful approach to GIS implementation. GTG has received the following awards for our GIS products, services, and solutions.

A list of GTG's awards for GIS in Local Government 2000-2020 are as follows:

- **Esri Business Partner of the Year**
- **Esri International Award for Mobile Applications**
- **Esri Special Achievement in GIS Award, Campbell County/Gillette, Wyoming**
- **URISA Gold Award**
- **Esri Special Achievement in GIS Award, City of Unalaska, Alaska**
- **Esri Best Citizen Engagement Award**
- **Esri Cornerstone Partner Recognition**
- **American City and County Excellence Award in GIS**
- **URISA Exemplary Systems in Government**
- **URISA Excellence Award In GIS**
- **URISA City of Guelph Best Web GIS**
- **URISA City of Guelph Best Public-Sector GIS**
- **Herb Stout Exemplary Use of GIS Technology in Local Government**
- **URISA Distinguished Exemplary Systems Award**



Knowledge of GIS Mapping Systems and Design

Quality GIS Consulting and Mapping Services

We empower government organizations by providing exceptional products and services, supporting our clients to better access GIS data, use GIS data, make better decisions using GIS data, promote community engagement, improve efficiency, increase productivity, and save lives, time, and money using geospatial technology. We have spent over two decades building a team focused on providing exceptional GIS mapping and design services. Our GIS mapping products, planning, and design services are second-to-none.

GTG offers the very best cadre of experts in geospatial technologies. The success of GIS in local government is dependent on many factors, including the creation and maintenance of accurate and reliable GIS data and databases. GTG offers a complete range of geospatial services, including:

- GIS Data Hub Design and Implementation
- Application Development and Maintenance
- Data Migration
- Geo-Database Design
- GIS Data and Database Assessments
- Database Management and Performance
- System Architecture Design
- Esri Software Deployment and Implementation
- Software Migration and Integration
- Data Layer Creation, Collection, and Conversion
- GPS Inventory Services
- Cartography, Map Creation, and Conversion
- GIS and IT Integration
- GIS Spatial Analysis
- GIS Configuration
- Technical Support Services
- Staff Training and Education

Our Esri Partnership

GTG has been an Esri Business Partner since 1998. GTG is the leading local government Esri expert. We were the first Esri Business Partner to achieve the following distinctions: Esri Gold Partner, Esri ArcGIS Online, Esri ArcGIS Release Ready, and the ArcGIS for Local Government specialties. We are also recognized as an Esri Cornerstone Partner. As a group of Esri technologists, we are experts in the entire Esri suite of software. Currently, GTG is an Esri Silver Business Partner. Most recently, we are working closely with Esri on new emerging technologies that will influence the City of Green Cove Springs in the future, including but not limited to ArcGIS Pro, ArcGIS Urban, **ArcGIS Hub**, as well as Insights and Dashboards.



Geospatial Data Hubs

Geographic Technologies Group has supported Open Data and Community Engagement for the entirety of our company history. Our team has progressed as the technology from Esri has progressed. Most recently we have been assisting clients with the implementation of Esri's Open Data Portal for data sharing and hundreds of StoryMaps and other Esri public-facing applications across all local government departments. GTG utilizes ArcGIS Hub to implement easy-to-use platforms to house all spatial data such as this. The possibilities are limitless for what type of data can be included in the Hub, so the City's desire to house Future Land Use Map Series, Zoning Maps, Capital Improvement Plans, Utility Service Data, Transportation network, and Emergency Services data will be met.



*City of Mississauga
Data Center*



*City of Hobart, IN
GeoHub*



*City of Roswell, GA
GeoHub*

* See section (2) for more details on these client projects.

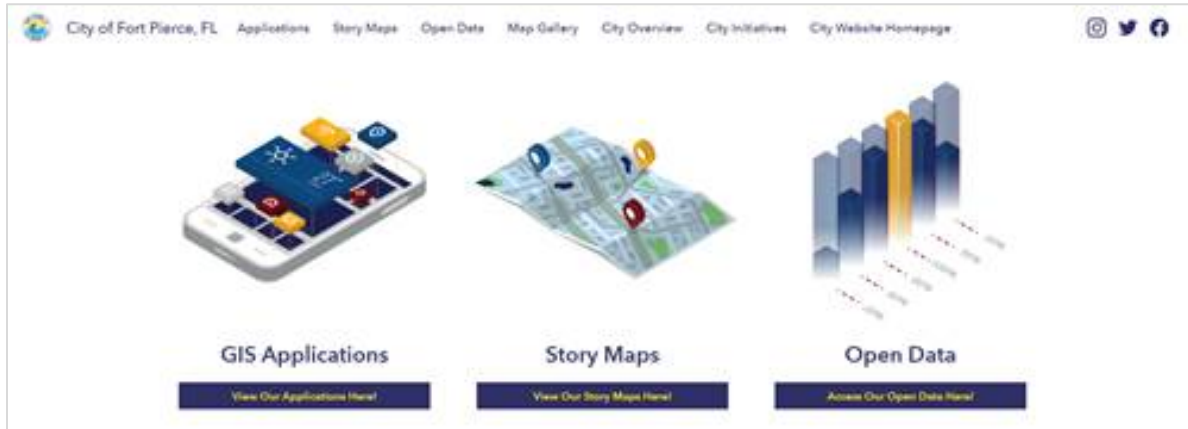
We chose GTG twice, once for our GIS Strategic Planning project and again to assist with implementation. Both times they were up against the best firms in the country, and both times they won our business hands down. Their approach, their people, their tremendous experience with local governments, and their costs all put them over the top.

- City of Roswell, GA

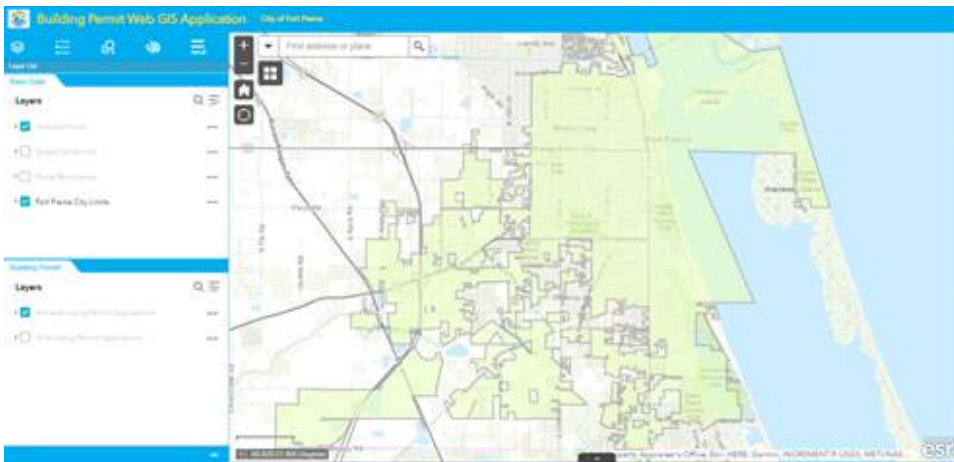
*** Since this testimonial was given, Roswell has become a repeat client of GTG. GTG has implemented several other projects with the City.**

The following represent some of our mapping solutions that were planned, designed, and successfully implemented through excellent working relationships with government organizations.

[Fort Pierce, FL Hub](#)



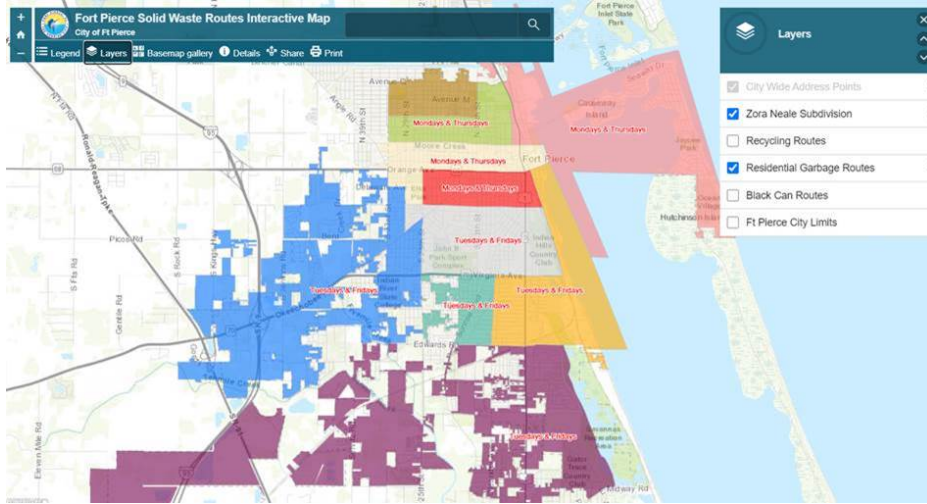
[Building Permits](#)



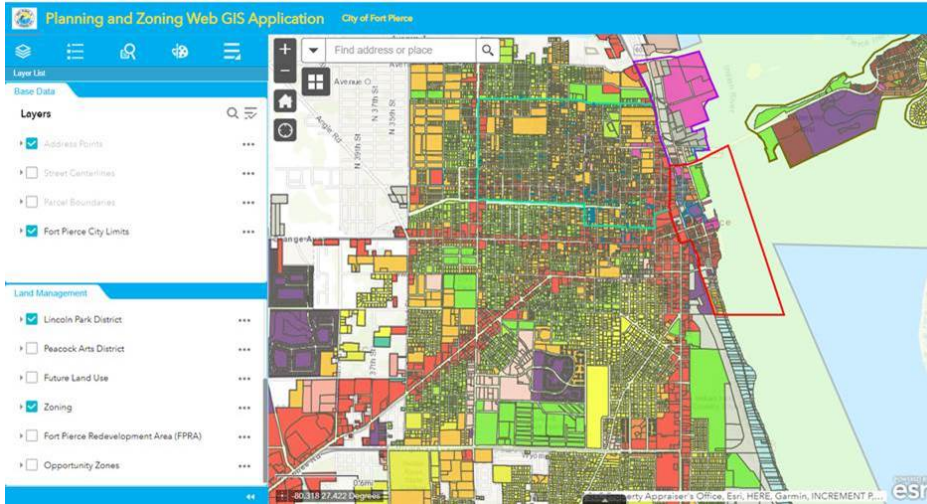
[Business Tax Receipts](#)



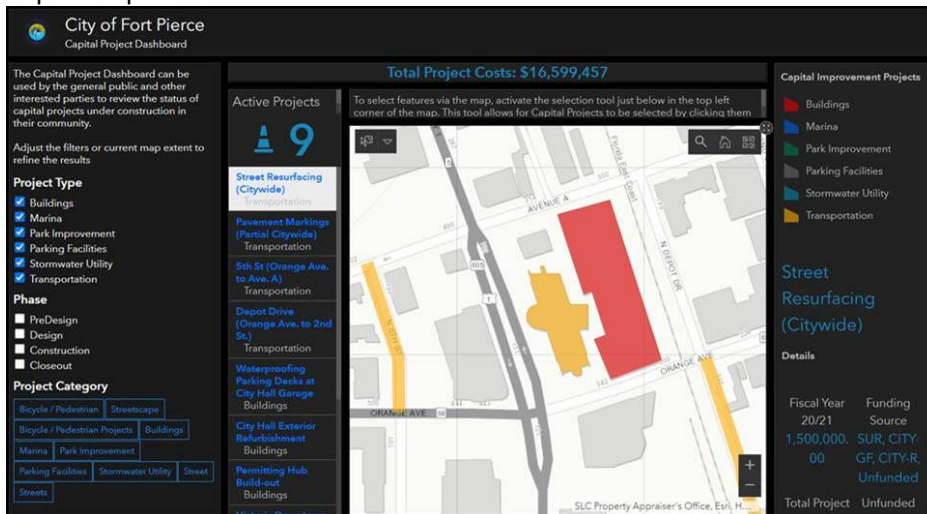
Recycling Areas and Garbage Pickup Application



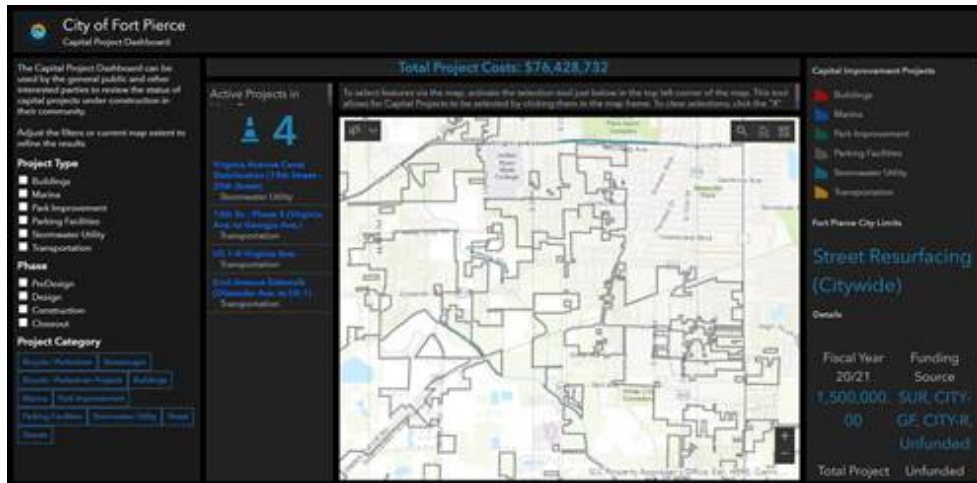
Planning and Zoning Web GIS Application



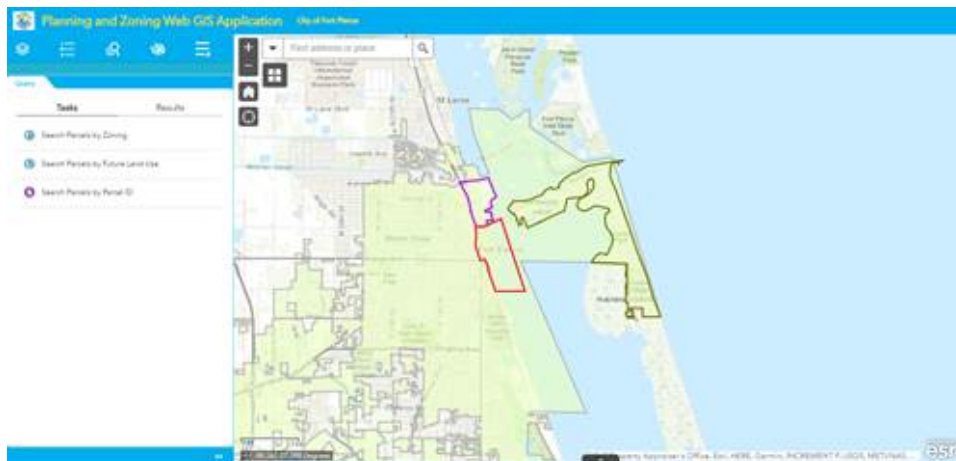
Capital Improvements Dashboard



[Capital Project Dashboard](#)



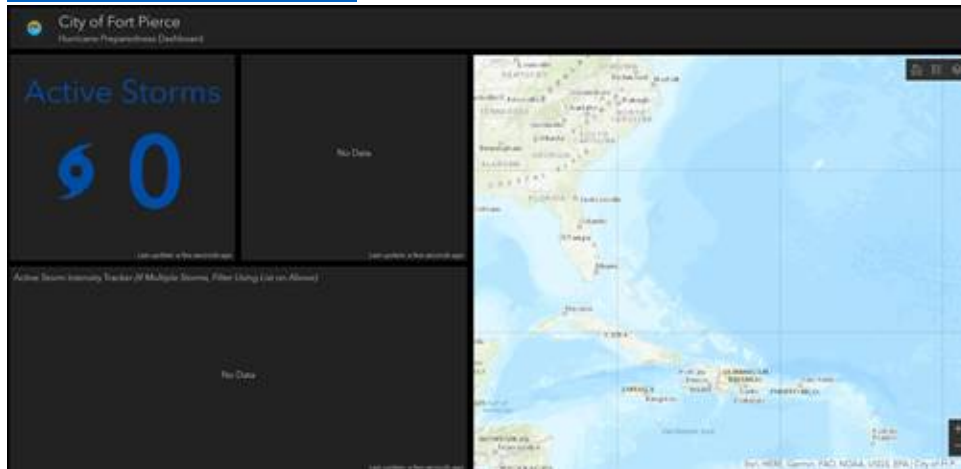
[Planning and Zoning Web GIS Application](#)



[Solid Waste Routes Map](#)



[Hurricane Tracker Dashboard](#)



[Zora Neale Hurston Heritage Trail Map](#)



[Historical District Story Map](#)

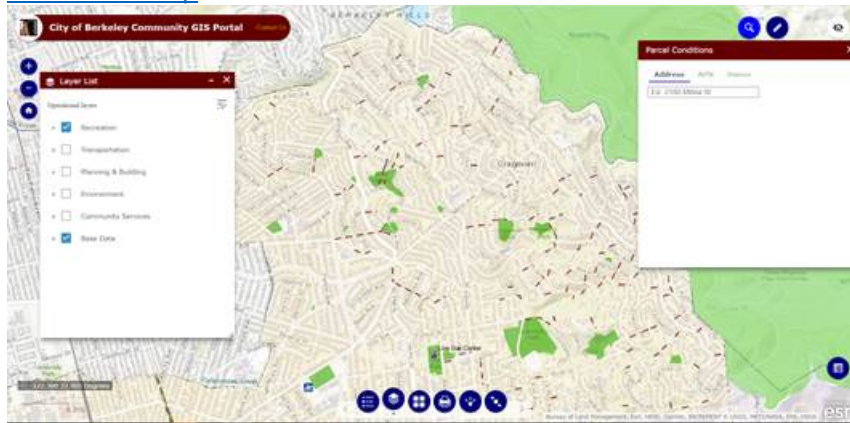


[City of Berkeley, CA](#)

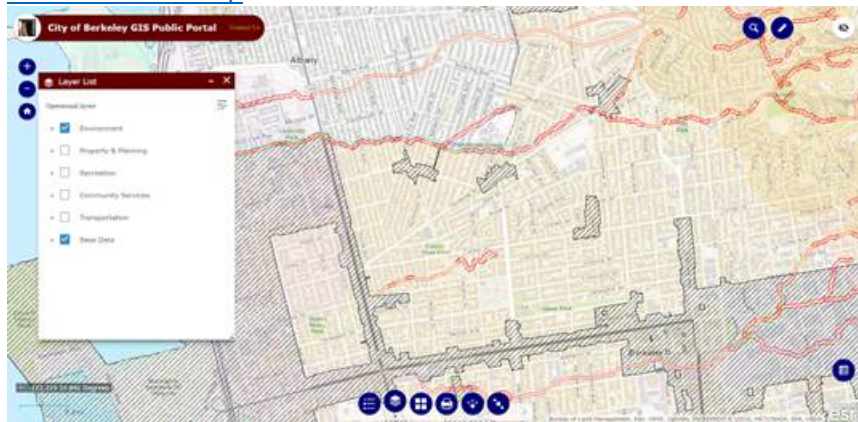
Community GIS Portal



Recreation Map



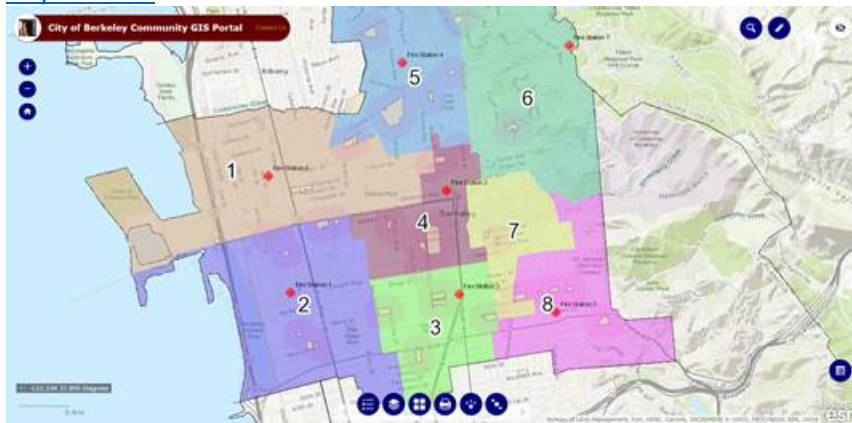
Environmental Map



Transportation Map



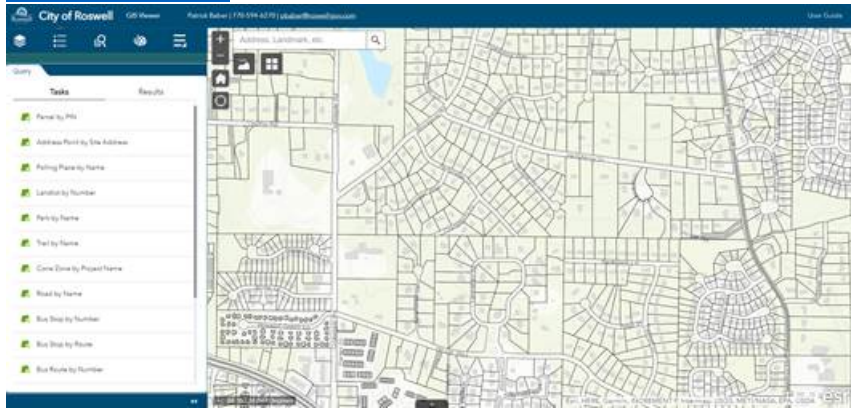
City Services



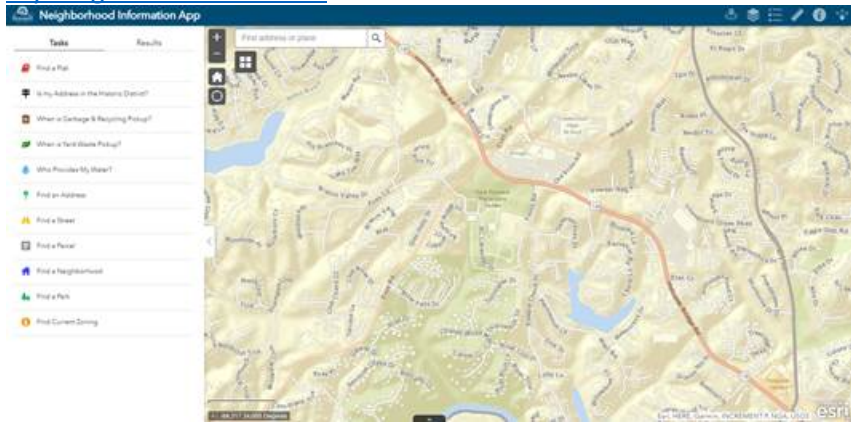
City of Roswell, GA HUB



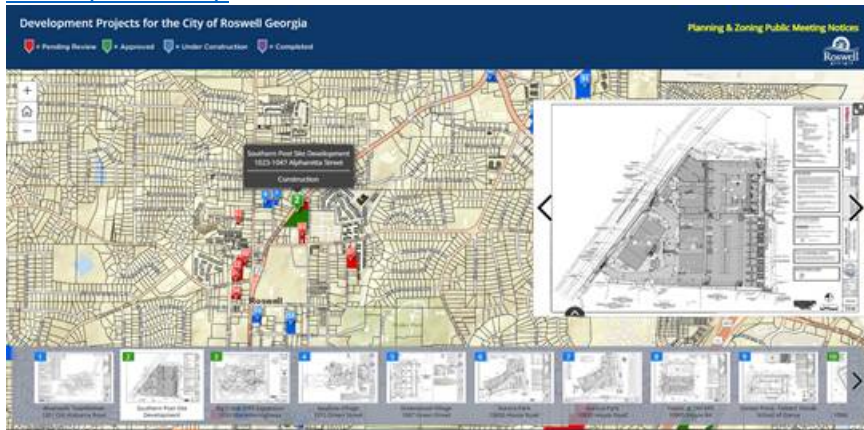
On-line GIS Viewer



My Neighborhood Services



Development Map



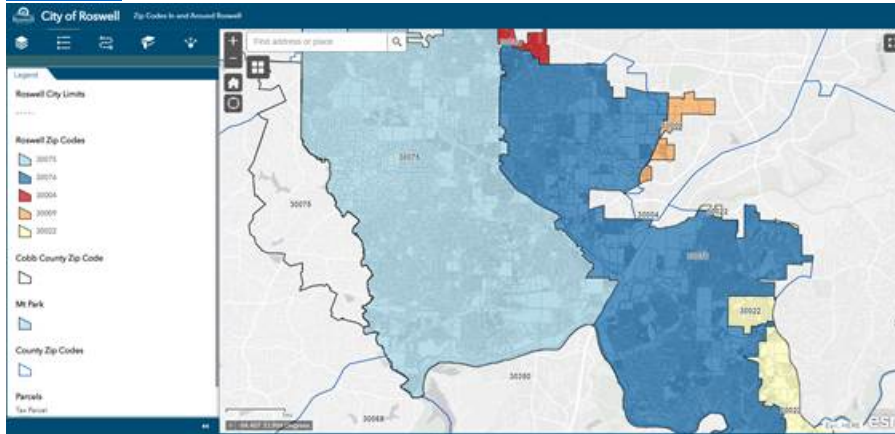
3D Historic District



Parking Map



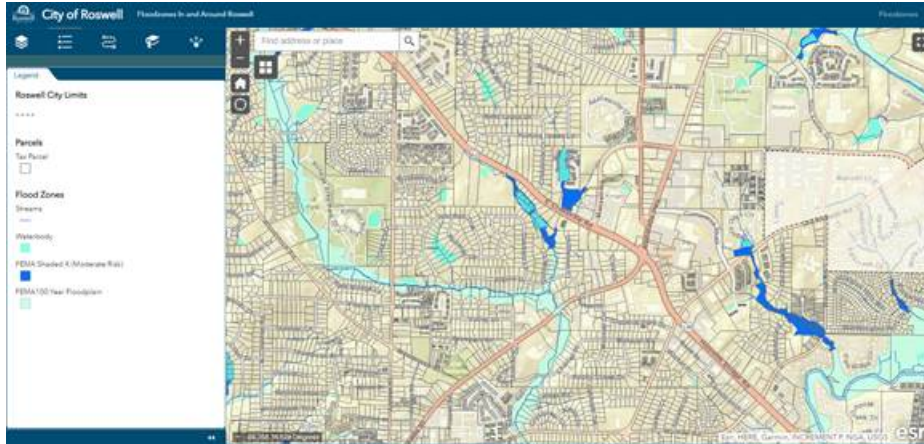
Zip Codes



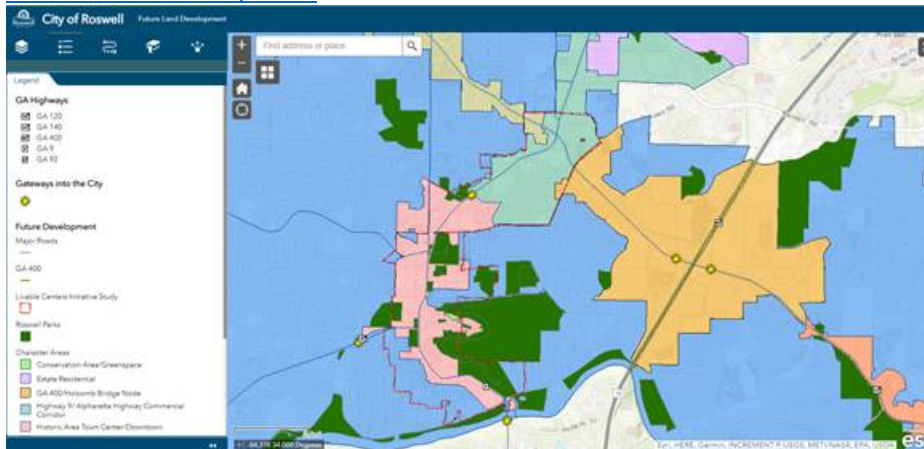
Historic Preservation



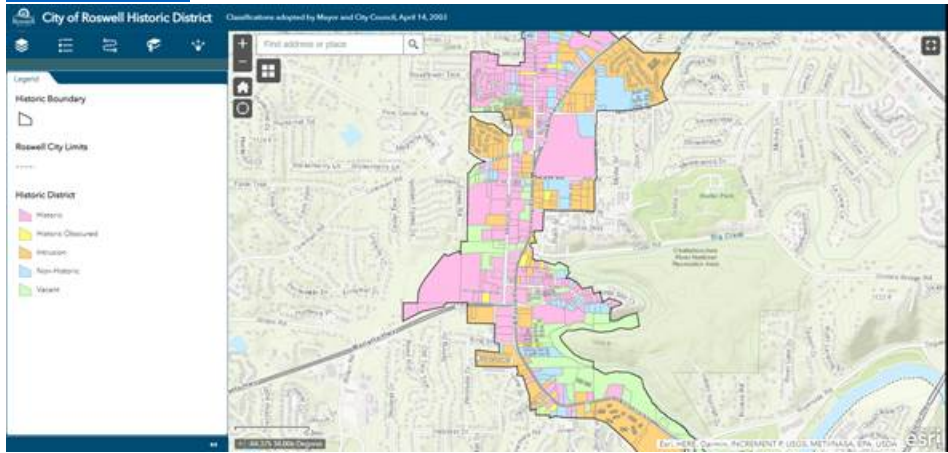
Flood Plains



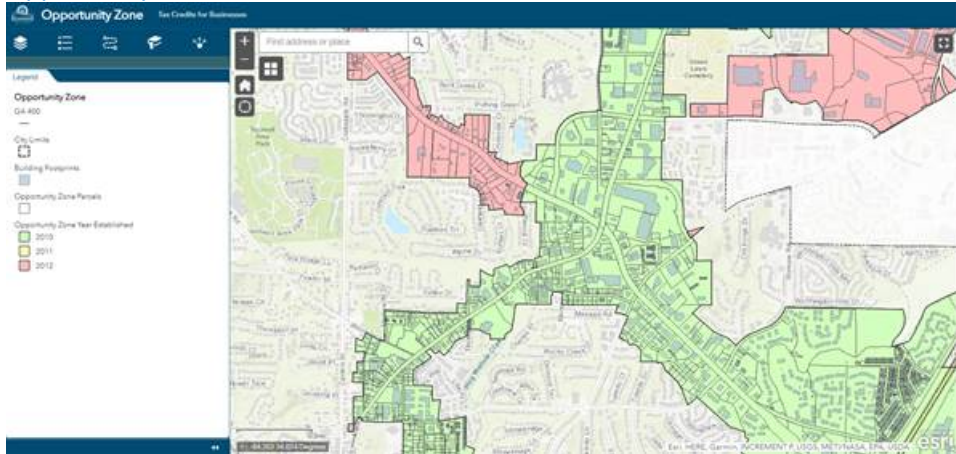
Future Land Development



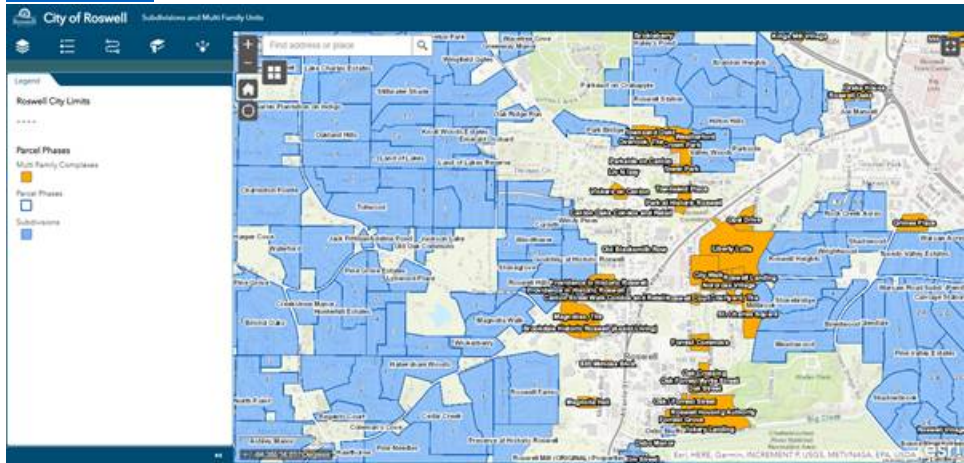
Historic District



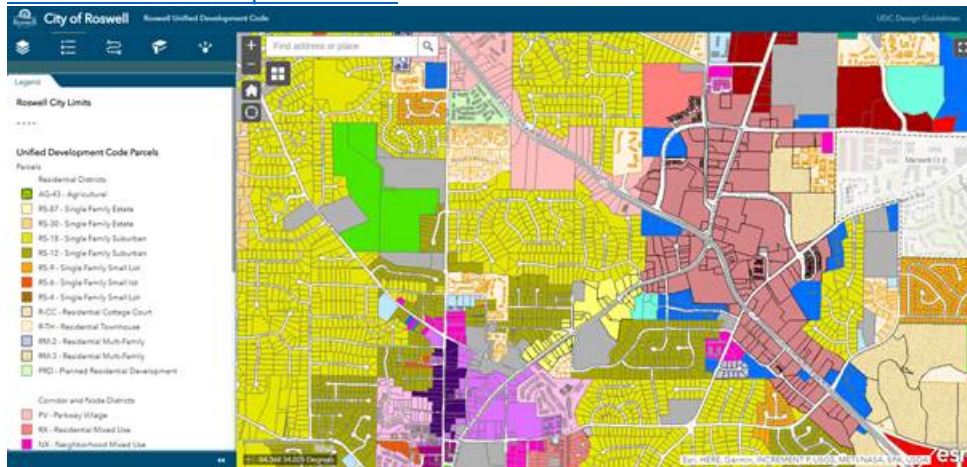
Opportunity Zone



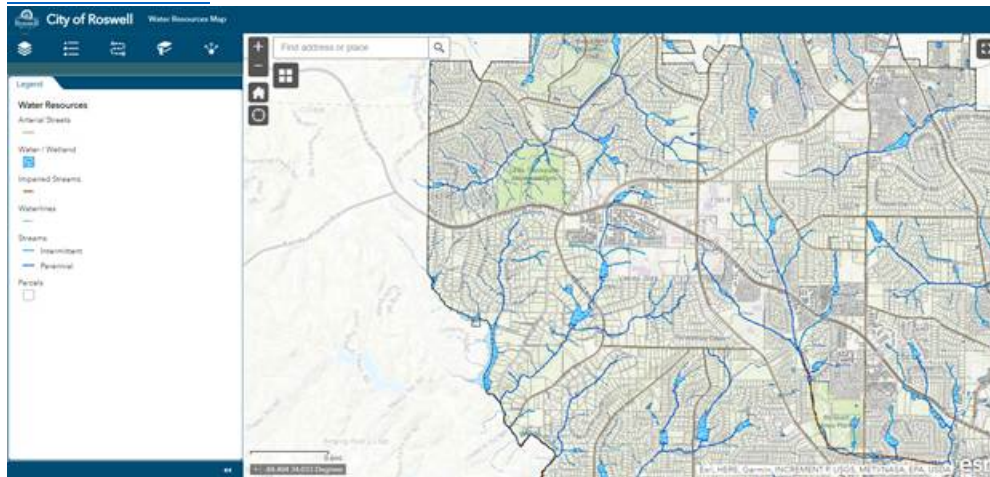
Subdivisions



UDC- Unified Development Code



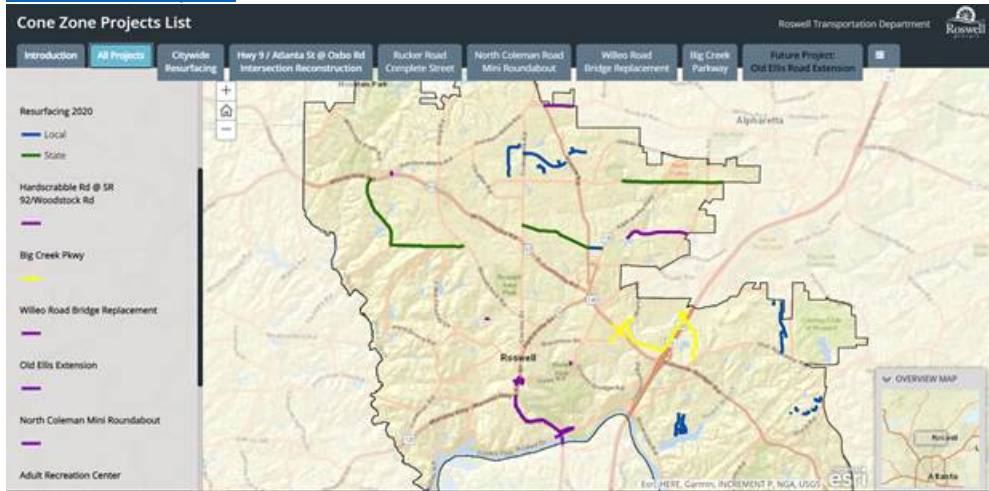
Water Resources



Fire Department History



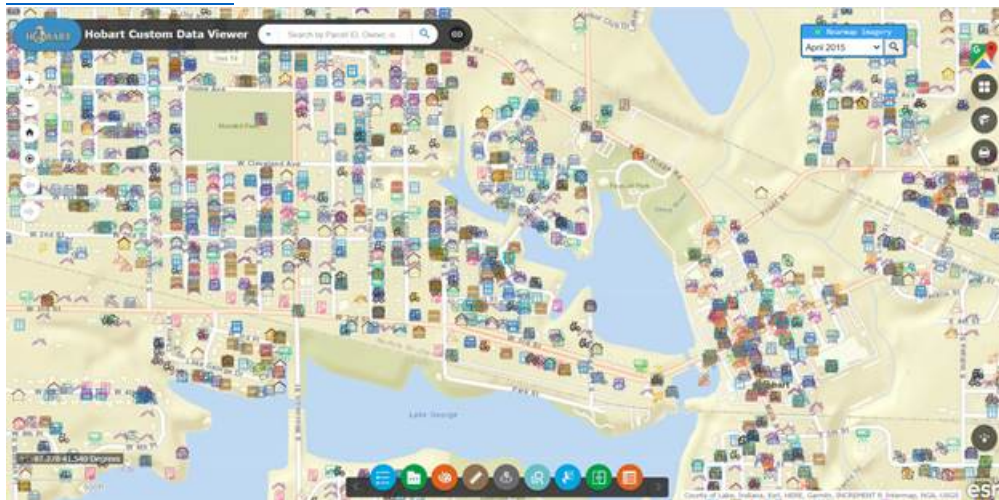
Cone Zone Projects



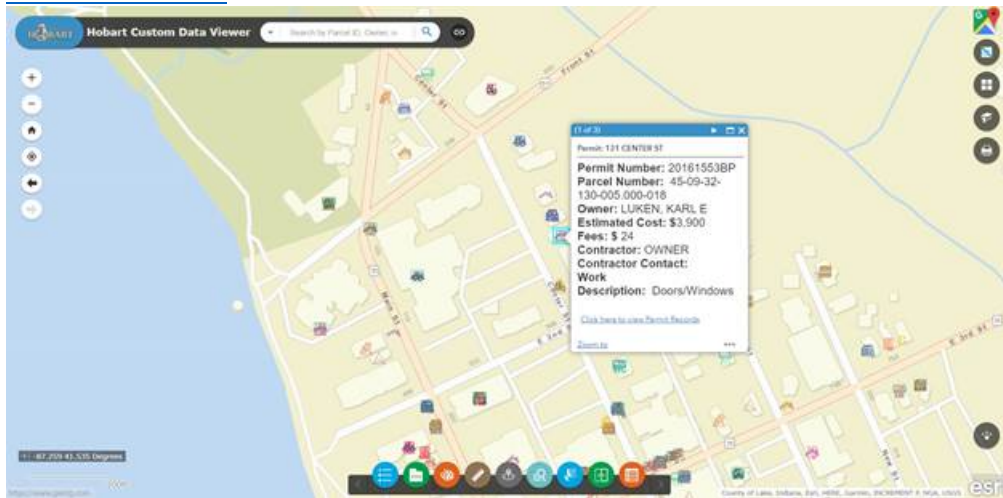
City of Hobart, IN Hub



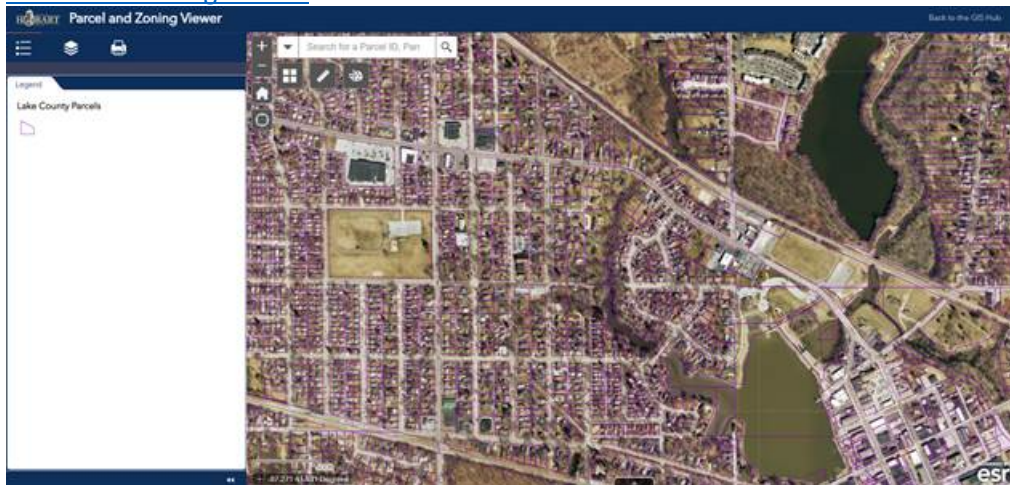
Custom GIS Viewer



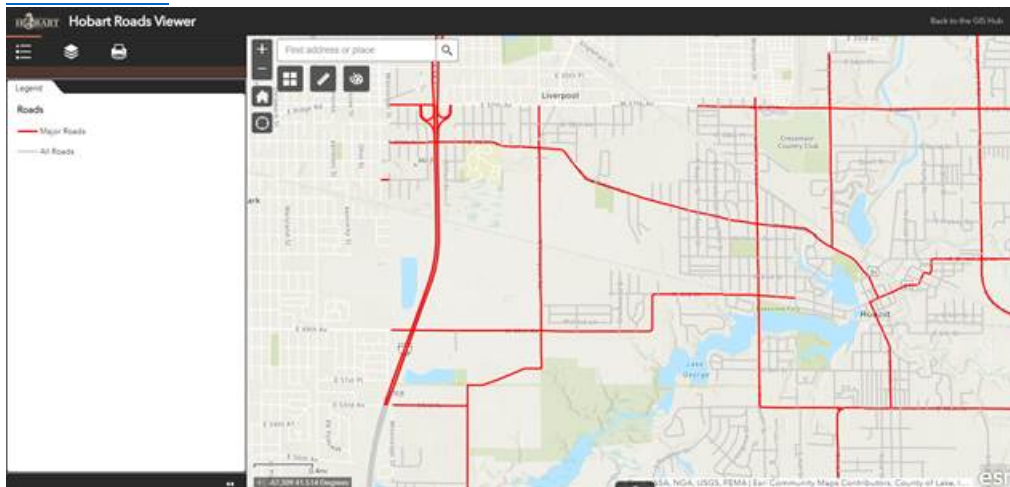
Mobile GIS Viewer



Parcel and Zoning Viewer



Roads Viewer



4

***Project
Experience***



**GEOGRAPHIC
TECHNOLOGIESGROUP**

PROJECT
EXPERIENCE

(2) Experience With Projects Funded Through DEO

Geographic Technologies Group (GTG) is one of the world's leading local government GIS companies that specializes in planning, designing, implementing, and maintaining geospatial solutions for towns, cities, and counties. Our team has extensive experience and knowledge of projects funded through **enterprise funds, grant funds awarded by the State, and Federal grant funds awarded to local government organizations**. Our team is working on three GIS grant-funded projects and appreciate the importance of each project. Our Florida experience includes the following organizations:

- Seminole Tribe of Florida
 - Work in progress - 50% Complete GIS Strategic Plan and State GIS Grant Application
- Bay County, Florida
- City of Fort Pierce, Florida
 - Work in Progress - GeoHub
- Volusia County, Florida
- City of Lauderhill, Florida
- City of Lake Worth, Florida
- City of Sanibel, Florida
- Sarasota County, Florida
- City of Cocoa, Florida
- City of Venice, Florida
- City of Kissimmee, Florida
- City of Titusville, Florida
- Indian River County, Florida
- Town of Davie, Florida
- Hendry County, Florida
- Monroe County, Florida
- City of Oviedo, Florida
- City of Miramar, Florida
- City of Boynton Brach, Florida
- City of Pembroke Pines, Florida

Our GIS strategic planning and implementation experience in Florida allows us to understand the importance of a comprehensive online mapping solution that meets all the requirements detailed in the grant awarded to the City of Green Cove Springs by the Department of Economic Opportunity (DEO).

Mission critical considerations for this project include:

#1: **Improve** citizen access to Information and government services.

#2: **Expand** the use of GIS to City Departments.

#3: **Enable** all stakeholders to access information through an interactive and user-friendly platform.

#4: **Introduce** new tools to assist with Emergency Services – Hazard Mitigation – preparedness, response, and recovery (Damage assessment reporting).



FloridaDisaster.biz

Helping Florida businesses prepare, respond and recover from hurricanes and other disasters.



GTG has chosen local government organizations that our team has worked with to develop successful GIS initiatives similar to the City of Green Cove Springs, FL. These projects are a testament to our commitment to delivering high-quality GIS consulting services on time and within budget.



1

CITY OF MISSISSAUGA, ON (2018-PRESENT)

Population: 721,599

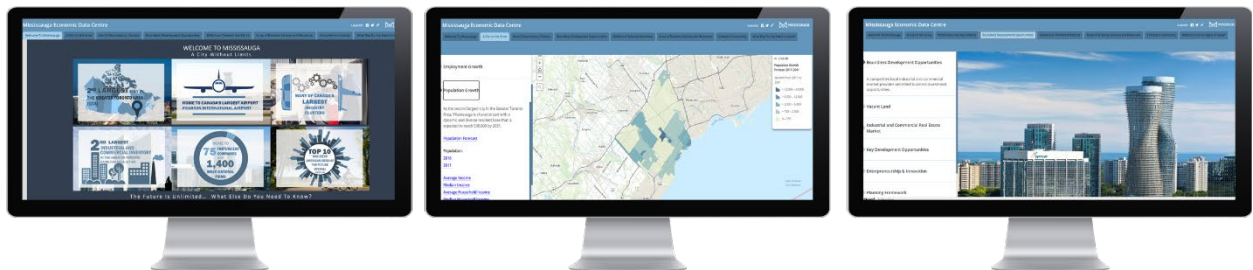
GTG has recently completed the following professional GIS consulting services assignments for the City of Mississauga in Ontario, Canada:

- Enterprise GIS strategic plan development
- Three (3) mobile GIS pilot initiatives
- Enterprise GIS system architecture improvements
- GreenCityGIS implementation for Parks and Recreation
- Economic portal implementation

The City of Mississauga sought the support of Geographic Technologies Group (GTG) to plan and implement a three-pronged approach to GIS implementation for economic development.

Project Profile/Case Study: <https://geotg.com/economic-development-mississauga/>

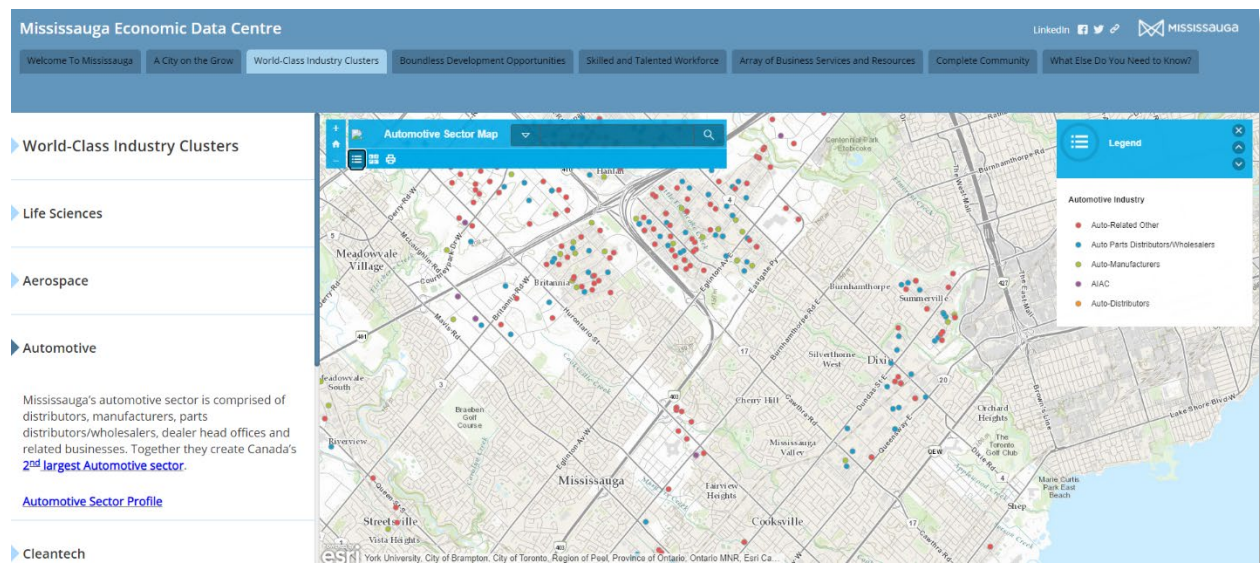
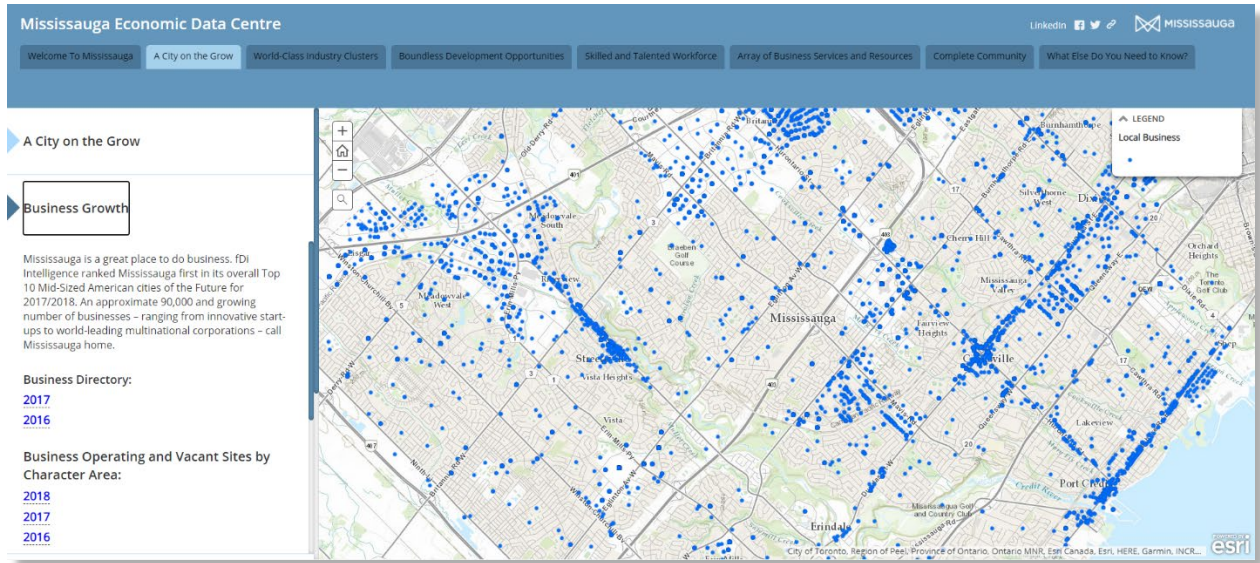
Mississauga Economic Data Centre

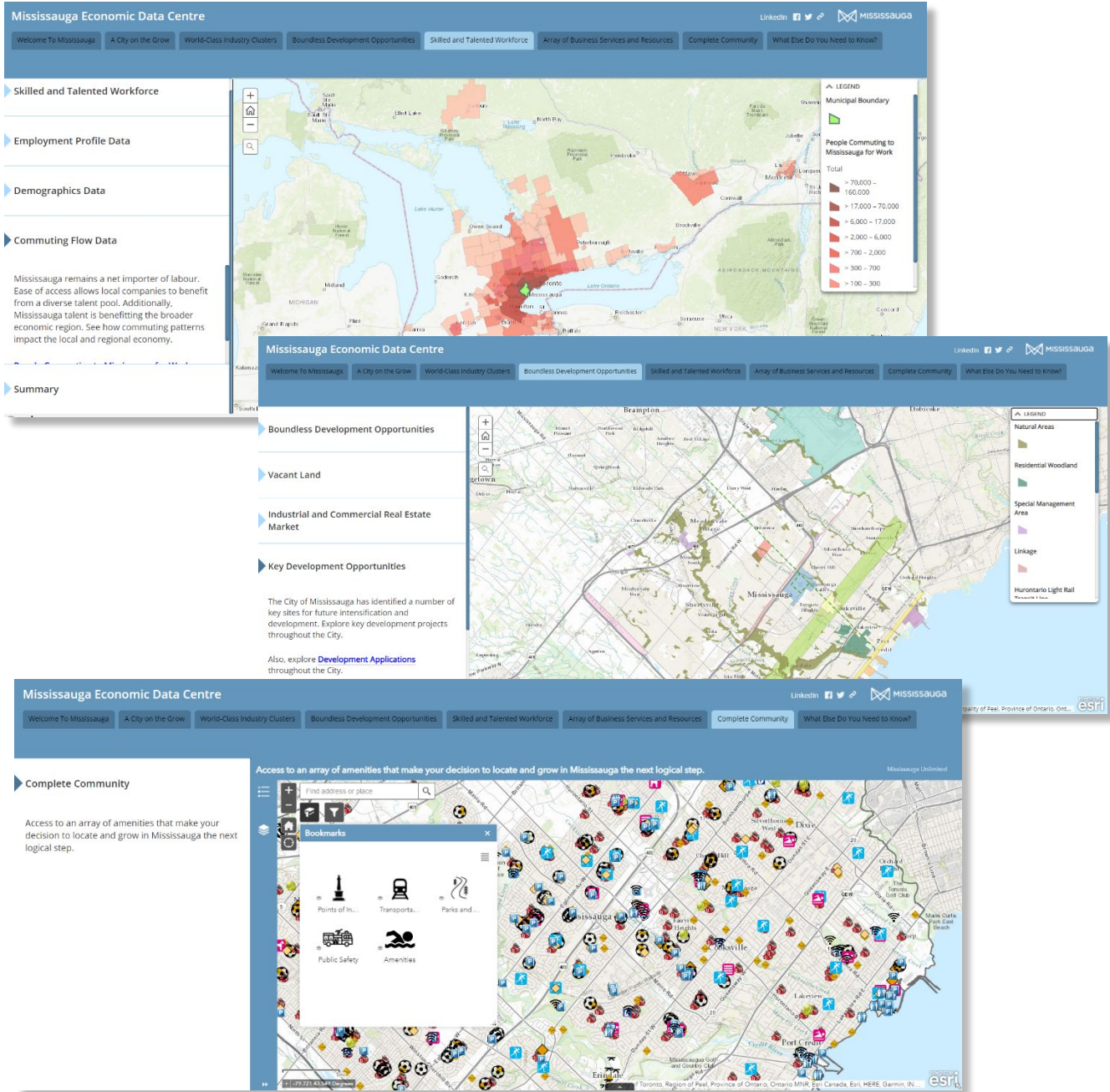


A public facing application developed for the city by the GTG team is the Mississauga Economic Data Centre. To create the Mississauga Economic Data Centre, GTG's technical team embedded multiple instances of Esri web applications along with custom GTG solutions in one web GIS solution. This application aggregates data from a multitude of sources to provide charts, tables, and mapped data that are accessible through a variety of tabs and accordion menus. It offers information on:

- Population, housing, employment, and business growth
- Existing top industries in the area
- Development opportunities including vacant land, market statistics, entrepreneurship, and planning frameworks
- Workforce demographics and employment and commuting data
- A query tool for business resources and tools
- Community amenities such as transportation, parks, and public safety facilities
- Contact information for the EDO and Business Enterprise Centre.

Mississauga Economic Data Centre: <https://www.arcgis.com/apps/MapSeries/>





Additional projects:

Vacant Land Map: <http://mississauga.maps.arcgis.com/apps/Viewer/>

Story Map: <https://www.arcgis.com/apps/Cascade/>

Contact Information

John Imperiale | IT Business Manager | 300 City Centre Dr. Mississauga, ON L53 3C1
 P: (905) 615.3200 x3659 | E: John.Imperiale@mississauga.ca |

2 CITY OF FORT PIERCE, FLORIDA (2020)

Population: 46,071

The City of Fort Pierce has been a long-time client of GTG for strategic planning, software, and consulting services, and just contracted GTG to perform an update to their GIS Strategic Plan. This will be a GIS Road Map to improve current GIS Governance, the GIS environment, and licensing, identify GIS application needs, analyze current IT systems, and document and prioritize 10 steps to implement all of the solutions recommended. Currently, GTG is working with the City to implement an ArcGIS Hub solution. Some of the components they are planning to house include a variety of applications and dashboards from various departments throughout the City such as:

- Building Permit Dashboard
- Hurricane Tracker
- Zoning Application
- Building Permit Application
- Code Enforcement Dashboard
- Business Tax Receipts Application, and more.



City of Fort Pierce's GIS Data Hub

Contact Information

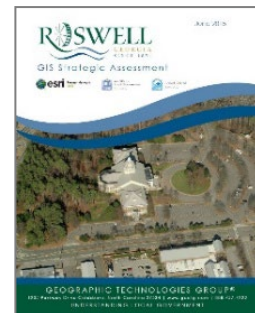
Jerome Spivey | GIS Manager | P: 772-467-3798
DeVoshay Johnson | Information Technology Manager | P: 772.467.3000
100 North U.S. 1 Fort Pierce, FL | www.cityoffortpiece.com

3 CITY OF ROSWELL, GEORGIA (2015-2019)

Population: 94,598



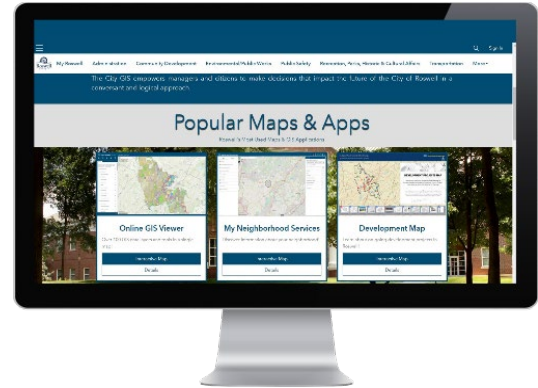
GTG developed a GIS Strategic Plan for the City of Roswell and has worked with the organization to improve the quality, access, and efficiency of GIS data and services. As part of this effort, GTG conducted a Digital Data Assessment (spatial, tabular, and geometric) and migrated the City to Esri's Local Government Information Model. Additionally, GTG worked with the City of Roswell to upgrade existing hardware and software, including a reconfiguration of the City's server environment for optimal performance internally and externally. One of the biggest priorities for the City of Roswell was to provide citizens with an accessible, user-friendly portal to view, query, and interact with GIS data. The Public GIS Viewer has put the appropriate GIS data directly into



the hands of the citizens, effectively reducing the number of incoming calls occupying staff time. Now, the City of Roswell advantageously employs numerous desktops, mobile, and web-based Esri products and applications, and boasts over 100 users of GIS data and services throughout the organization. GTG also performed data development, data migration, cartography, spatial analysis, application development, and training for the City, as well as data collection for the City's Parks and Recreation Department.

GIS Viewer Link: <http://gisweb.ci.roswell.ga.us/GISViewer/>

Geographic Technologies Group has also worked with the City to develop a single site to house all of their GIS data, that is accessible from their website. Our team worked closely with the city to gather all the data desired to be on the site, as well as the overall design and functionality. This innovative planning and mapping resource has helped improve citizens access to information and government services, as well as assisted city staff with access to GIS information.



City of Roswell's GIS Data Hub

GIS Data Hub Link: <https://data-roswellga.opendata.arcgis.com/>

Contact Information

Patrick Baber | GIS Manager | 38 Hill Street Roswell, GA 30075
P: (770) 594-6270 | E: pbaber@roswellgov.com | <https://www.roswellgov.com/>

4

CITY OF HOBART, INDIANA (2019)

Population: 28,255

GTG performed a GIS Needs Assessment for the City of Hobart by gathering information through an online survey that was distributed among departmental staff. The success of GIS for the City was dependent on the creation and adoption of effective metrics and clear, achievable goals. GTG was committed to identifying these for the City and delivered a roadmap that encourages accountability, provides a baseline for detailed annual goals, and measures success and progress throughout the program.



Additionally, GTG has planned, designed, and implemented a GIS hub for the City to internally use for housing all of their geospatial data such as data, documents, GIS applications, and GIS Maps.

Geospatial Data Hub Link:

<https://hub-cityofhobart.hub.arcgis.com/>



City of Hobart's GIS Data Hub

Contact Information

Tim Kingsland | HSD Coordinator | 414 Main Street Hobart, IN 46342
P: (219) 942-3619 | E: tkingsland@cityofhobart.org | <https://www.cityofhobart.org>

5

CITY OF BROKEN ARROW, OKLAHOMA (2010-PRESENT)

Population: 108,203

GTG has been the main GIS consulting firm for the City of Broken arrow for over 10 years. GTG has performed numerous GIS consulting services for the City during this time, including street centerline adjustments, topology cleanup, range correction, database design and implementation, inventory, layer creation, data collection, and database maintenance. GTG worked with City staff to correct and verify street centerline files for the City's 911 dispatch centers and Emergency Management Department. This initiative required the development of a geospatial database with centerlines located within a feature dataset. GTG also provided edited street centerlines in shapefile format which is fully functional in all supported Esri applications. GTG assisted the City with range corrections, splitting segments, creating new intersections, and attributed these intersections clearly and accurately in the geodatabase.



GTG is working with the city to coordinate, design, and implement a geospatial hub solution to house their geospatial data. **One of the unique features is animated buttons to imitate the look and feel of the City website.**



City of Broken Arrow's GIS Data Hub

Contact Information

Clifford Montgomery | GIS Coordinator | City of Broken Arrow, OK
220 S. 1st Street | 918.259.2400 ext. 5234 | cmontgomery@brokenarrowok.gov

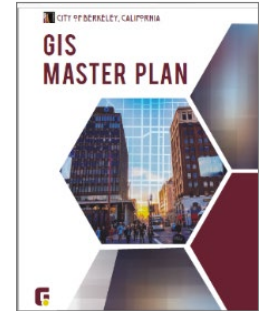


CITY OF BERKELEY, CALIFORNIA (2016-2019)

Population: 121,240



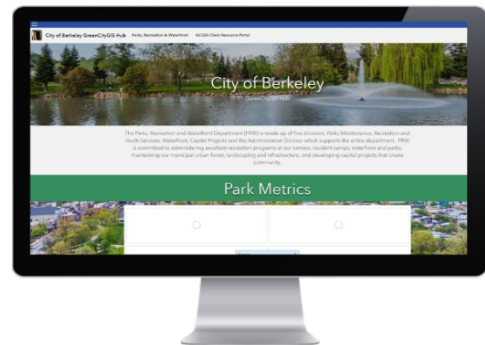
GTG was selected by the City of Berkeley to design a GIS Master Plan that coincided with the City's overall vision and goals. GTG worked closely with City GIS Staff to complete a multi-phased plan that included five milestones: Departmental Needs Assessments, Data Readiness Assessment, Technology Readiness Assessment, Governance Recommendations and a five-year Plan of Action. A comprehensive benchmarking analysis was created by GTG to assess the City's existing GIS state and recommend future GIS advancements. GTG created a comprehensive task list and schedule for the City to use to help maintain a flourishing and effective GIS for all departments. GTG then provided the City with a detailed Data Assessment of all the City's existing 300+ GIS data layers. The assessment included a review of each layer and recommendations for improving each of the layers. The document included two tables focused on reviewing the current ownership, update responsibilities, limitations, and maintenance among other parameters. For the Data Review table, GTG utilized information from the GIS Master Plan, metadata, and City input to populate the table.



City of Berkeley Community GIS Portal Link:

https://www.cityofberkeley.info/gisportal/?config=config_PlanningandProperty.json

Additionally, the City has chosen GTG to implement a solution specifically for their parks and recreation: GreenCityGIS. GTG is currently working with the City to implement a GIS Hub for all of their GreenCityGIS data. This hub includes important metrics about the City's parks and recreation, internal GreenCityGIS applications, and also links directly to the City of Berkeley. Some of this data is for internal use only, and can only be accessed with a City login. The public link is available here: <https://city-of-berkeley-greencitygis-arcgis-hub-gtg.hub.arcgis.com/>



Contact Information

Savita Chaudhary | IT Director | 2180 Milvia Street Berkeley, CA 94704
P: (510) 981. 6525 | E: SChaudhary@ci.berkeley.ca.us

5

Web Design and GIS Mapping Experience



**GEOGRAPHIC
TECHNOLOGIESGROUP**

(3) Experience with Municipal Website Design and GIS Mapping

Geospatial Hubs and Web Design

GTG has developed a number of scalable templates, designs, and options for clients to choose from as part of building and deploying tailored ArcGIS Hub solutions. The levels of GIS expertise and maturity vary greatly among the local government organizations we work with, and as such it is critical that the packages, we offer to meet current needs and desires while also providing room for future growth. When initiating an ArcGIS Hub deployment, we collaborate with the client to fully understand existing needs, share with them a vision for how their ArcGIS Hub could potentially evolve over time, and explore packaged designs, layouts, and functionalities that will align with the present and future goals. These Jumpstart Packages are typically shown to prospective clients through demonstration ArcGIS Hub sites that have been built and deployed by GTG, and they serve as the foundation for subsequent

discussions and developments. Both ArcGIS Hub Basic and ArcGIS Hub Premium options are discussed with the client, and our team is capable of scaling the foundational package to correspond with the path the client chooses.

GTG has also created a conceptual geospatial data hub for clients to get a general idea of things that can be included in their hubs. View it here: <https://gtg-hub-gtg.hub.arcgis.com/>



GTG's GeoHub

GTG's step-by-step GIS system design and phased implementation plan is practical, detailed and logically organized. It continues to serve as our roadmap for success. They are on time, within budget, and with outstanding professional expertise. I would definitely recommend GTG to plan your GIS projects.

- Calvert County, MD

GIS Mapping

Geographic Technologies is a leading expert in GIS Technology. **GIS is all we do.** For over twenty-three years our experts have been planning, designing, implementing, and providing maintenance and support for our clients and all of their GIS mapping projects. GTG provides our clients with all their GIS mapping needs from data collection, assessment, design, implementation, management, and training.

We are a GIS consulting company with over 25 GIS specialists who live and breathe GIS Technology. GTG professional credentials in GIS mapping are illustrated in the number and complexity of local government clients throughout the world, particularly in North America. Here is a list of the last fifty (50) Cities we have provided GIS services for.

Geographic Technologies Group City Clients

1. **2020: City of Fort Pierce, Florida**
2. 2020: City of Granbury, Texas
3. 2020: City of Tulare, California
4. 2020: City of Roswell, Georgia
5. 2019: City of Pico Rivera, California
6. 2019: City of Mississauga, Ontario, Canada
7. 2019: City of Lawrenceville, Georgia
8. 2019: City of Farmers Branch, Texas
9. 2019: City of Lathrop, California
10. 2019: City of San Marcos, Texas
11. 2019: City of Napa, California
12. 2019: City of Lloydminster, Alberta, Canada
13. 2019: City of Morgan Hill, California
14. 2019: City of Hobart, Indiana
15. 2019: City of Irvine, California
16. 2019: City of Boulder OSMP, Colorado
17. 2018: City of Berkeley, California
18. 2018: City of Vancouver, Washington
19. 2018: City of Markham, Ontario, Canada
20. **2018: City of Lauderhill, Florida**
21. 2017: City of Nanaimo, British Columbia, Canada
22. 2017: City of Rocky Mount, North Carolina
23. 2017: City of Wilmington, North Carolina
24. 2017: City of Boulder OSMP, Colorado
25. 2017: City of Simi Valley, California
26. 2017: City of Roswell, Georgia
27. 2017: City of Providence, Rhode Island
28. 2016: City of Missouri City, Texas
29. 2016: City of Roseville, California
30. 2016: City of Louisville, Kentucky
31. **2016: City of Boynton Beach, Florida**
32. 2016: City of Concord, California
33. **2016: City of Lake Worth, Florida**
34. 2016: City of Rockwall, Texas
35. 2016: City of Fulshear, Texas
36. 2015: City of Roswell, Georgia
37. 2015: City of Bossier City, Louisiana
38. 2015: City of Guelph, Ontario, Canada
39. **2015: City of Lauderdale Lakes, Florida**
40. 2015: City of Truckee, California
41. 2015: City of Greenville, North Carolina
42. 2015: City of Fresno, California
43. 2014: City of Sunnyvale, California
44. 2014: City of Eagan, Minnesota
45. 2014: City of South Bend, Indiana
46. 2014: City of Johnson City, Tennessee
47. 2014: City of Healdsburg, California
48. 2014: City of Charleston, West Virginia
49. 2013: City of West Hollywood, California
50. 2013: City of Pasadena, California



Geographic Technologies Group (GTG) is one of the world's leading local government GIS software design companies. Our team has extensive and award-winning experience in GIS software and GeoHub solutions. Our recent GeoHub work with the following organizations should demonstrate why GTG is the best choice for the City of Green Cove Springs:

- City of Mississauga, Ontario, Canada
- City of Fort Pierce, Florida (work in progress)
- City of Roswell, Georgia
- City of Broken Arrow, Oklahoma
- City of Hobart Indiana
- City of Berkeley, California
- City of Tulare, California (work in progress)



Scope of Services

Our team will plan, design, implement and maintain an outstanding Online Mapping System called **Green Cove Springs GeoHub**. We will collaborate with the City to solicit ideas, feedback, and review from all stakeholders. We will build a prototype for review by all stakeholders. Our final solution will be a showcase! Our scope of work includes three steps and eight tasks.



STEP 1: Project Kick-Off

- Task 1: Kick-Off Meeting and Presentation to City Stakeholders
- Task 2: Breakdown of Project Costs

STEP 2: Concept System Design and Prototyping

- Task 3: Prototype Green Cove Springs GeoHub Solution
- Task 4: Feedback from Stakeholders
- Task 5: Modification and Deployment

STEP 3: Implementation, Promotion, and Maintenance

- Task 6: Deployment of Green Cove Springs GeoHub
- Task 7: Promote Green Cove Springs GeoHub
- Task 8: Maintenance and Support



CITY OF GREEN COVE SPRINGS

Geospatial Data Hub



Task 1: Kick-Off Meeting and Presentation to City Stakeholders

Task 2: Breakdown of Project Costs

Task 3: Prototype Green Cove Springs GeoHub Solution

Task 4: Feedback from Stakeholders

Task 5: Modification and Deployment

Task 6: Deployment of Green Cove Springs GeoHub

Task 7: Promote Green Cove Springs GeoHub

Task 8: Maintenance and Support

STEP 1: Project Kick-Off

Task 1: Kick-Off Meeting and Presentation to City Stakeholders

GTG will employ its industry knowledge and experience to conduct a Kick-Off meeting and presentation to all stakeholders, including City staff, residents of the City, City Council, Developers, Engineers, Architects, Contractors, and other interested parties. The initial presentation will last 60 minutes and will provide an opportunity for early interaction with the project team. This presentation will describe the vision, goals, and objectives of the project and explain the process, timeline, and opportunities for feedback. This presentation



will include a detailed review of existing GeoHub solutions around the United States and Canada. This will be a Microsoft Teams or Zoom meeting open to all stakeholders.

Task 2: Breakdown of Project Costs

The total investment for the project is \$25,000. The GTG team will meet with the City of Green Cove Springs to present the cost breakdown. It includes annual software hosting licensing, the design and deployment of the Green Cove Springs GeoHub, and the annual maintenance, upkeep, and future enhancements.

High-level Breakdown (*detailed breakdown on the following page*)

Project Investment	
Design and Deployment of the Green Cove Springs GeoHub	\$24,000
Annual Esri Software and Hosting	\$1,000
Total Cost	\$25,000

Supplemental Work

The City may wish to build additional solutions into the Green Cove Springs GeoHub including web applications, story maps, dashboards, open data, or hardcopy maps. GTG hourly rates for enhancements and improvements to the Green Cove Springs GeoHub include:

GTG Rates

- Project Manager \$98
- ArcGIS Hub Specialist \$78
- Data Specialist \$60

Detailed Breakdown:

City of Green Cove Springs	Budget
Step 1: Project Kick-Off	
Task 1: Kick-off Meeting and Presentation to City Stakeholders	\$500
Task 2: Breakdown of Project Costs	\$100
Step Two: Concept System Design and Prototyping	
Task 3: Prototype Green Cove Springs Geo Hub Solution	\$2,000
Applications	
Web application #1: Current and Future Land Use Application	\$800
Web application #2: Parcels and Zoning Application	\$800
Web application #3: Capital Improvement Projects (CIP) Application*	\$1,200
Web application #4: Utility Services Information Application	\$1,000
Web application #5: Transportation Network and Real-time Traffic Data Application	\$1,000
Web application #6: Emergency Services and Real-time Weather Application	\$1,000
Web application #7: Storm Damage Assessment (FEMA Reporting) Application*	\$1,200
Web application #8: Parks and Recreation, Natural Resources, and Environmental Application	\$800
Web application #9: Development Services – Building Permits Application*	\$1,200
Web application #10: Development Services – Code enforcement Application*	\$1,200
Web application #11: Public Works - Curbside Services Application	\$1,000
Web application #12: Hurricane Tracking Application	\$600
Story Maps	
History of the City of Green Cove Springs or similar	\$3,600
Dashboards	
Capital Improvement Projects (CIP) Dashboard	\$1,200
Open Data	
Florida Open Data	\$250

City of Green Cove Springs	Budget
Map Gallery	
Hardcopy PDF Map Gallery	\$250
City Overview	
Green Cove Springs Statistics - population, avg. age, # of parks, etc.	\$500
Task 4: Feedback from Stakeholders	\$400
Task 5: Modification and Deployment	\$2,500
STEP 3: Implementation, Promotion, and Maintenance	
Task 6: Deployment of Green Cove Springs GeoHub	\$500
Task 7: Promote Green Cove Springs GeoHub	\$400
Task 8: Maintenance and Support**	\$1,000
Total Sum:	\$25,000

***Include \$1,000 annual cost for Esri software and hosting.*

**Includes training on updating GIS data used in the Web Applications.*

Note: This quote does not include any Digital GIS data creation - It is assumed all digital data is available and accessible. It also assumes that data is already symbolized as desired in the maps that will be used to publish the data to ArcGIS Online.

STEP 2: Concept System Design and Prototyping

Task 3: Prototype Green Cove Springs GeoHub Solution

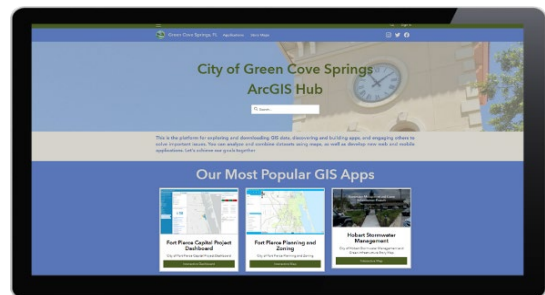
Our expert team will work with the city to plan, design, and implement a prototype Green Cove Springs GeoHub Solution. It will include the layout and functionality of the solution and the components including:

- Applications
 - Web application #1: Land Use and Future Land Use Application
 - Web application #2: Zoning Application
 - Web application #3: Capital Improvement Projects (CIP) Application*
 - Web application #4: Utility Services Information Application
 - Web application #5: Transportation Network and Real-time Traffic Data Application
 - Web application #6: Emergency Services and Real-time Weather Application
 - Web application #7: Storm Damage Assessment (FEMA Reporting) Application*
 - Web application #8: Parks and Recreation, Natural Resource and Environmental Application
 - Web application #9: Development Services – Building Permits Application*
 - Web application #10: Development Services – Code enforcement Application*
 - Web application #11: Public Works - Collection and Recycling Application
 - Web application #12: Hurricane Tracking Application STORY MAPS
- Story Maps
 - History of the City of Green Cover Springs or similar
- Dashboards
 - Capital Improvement Projects (CIP) Dashboard
- Open Data
 - Florida Open Data
- Map Gallery
 - Hardcopy PDF Map Gallery
- City Overview

A Geospatial Data Hub for the City

Please review <https://green-cove-springs-demo-gtg.hub.arcgis.com/>

This is our team's prototype solution for the City of Green Cove Springs. We have used applications and dashboards, and open data from other organizations to show the City what Green Cove Springs GeoHub Solution could look like. Our team will consider all functions and activities of the City listed below when designing the web applications, story maps, dashboards, open data, map gallery, and City initiatives. After the project kicks off, our team will work closely with the City to determine all the data the City would like to include, as well as customizing the look and feel of the Hub.



City of Green Cove Springs Geospatial Data Hub Prototype

See screenshots of our client examples at the end of the scope section.



Green Cove Springs GeoHub Solution

- Development Services
 - Building
 - Code Enforcement
 - Planning & Zoning
 - Electric
 - Finance
 - Human Resources
 - Information Systems
 - Parks & Recreation
 - City Pool
 - Police
 - Crime Map
 - Public Works
 - Water/Wastewater Division
 - Stormwater Division
 - Community Clean-Up Week
 - Solid Waste Division
 - Street Maintenance Division
 - Current City Projects
 - Utilities
 - Utility Billing
 - Utility Rates
 - Pay My Utility Bill
 - Apply for Utilities
 - Utility Safety
 - Utility Rates - Water, Wastewater, and Solid Waste
 - Electric Rates
 - Utility Assistance
 - City Garbage Collection
 - City Yard waste Collection
 - Recycling Map Locations
 - Access to County Data Layers
 - Parcels
 - Street Centerline
 - Address Points
 - Aerial Photography
 - History of Green Cove Springs
 - Park Facilities Reservations
 - City Hall Facility Reservations
 - Augusta Savage Community Fine Arts Program
 - Local Businesses
 - Hospitals
 - Schools

Task 4: Feedback from Stakeholders

The prime objective of the Green Cove Springs GeoHub Solution is to support the needs of all stakeholders, including City staff, residents of the City, City Council, Developers, Engineers, Architects, Contractors, and other interested parties. Our team will conduct the following tasks:

- Create Feedback Questionnaire
- Conduct Needs Assessment and Gather Feedback from the Developers, Engineers, Architects, Contractors - Email Blast of Questionnaire

Deliverable: Feed Back Report

- Conduct Needs Assessment and Gather Feedback from the Public –Release Questionnaire on Website and Social Media

Deliverable: Feed Back Report

- Conduct Needs Assessment and Gather Feedback from the City Departments - Email Blast of Questionnaire and Remote or On-site Meetings.

Deliverable: Feed Back Report

Our team will document the needs of all stakeholders and identify how each need can be incorporated into the Green Cove Springs GeoHub.

It is anticipated that the end solution will exceed the expectations of the City and all stakeholders. Some highly sophisticated requirements may require further discussion and budget.

Task 5: Modification and Deployment

The GTG Team will use the feedback reports to modify the Green Cove Springs GeoHub Solution prototype. Our team will redeploy the solution for final comment by all stakeholders. The prototype will be hosted on the Esri AGOL web site.

STEP 3: Implementation, Promotion, and Maintenance

Task 6: Deployment of Green Cove Springs GeoHub

The GTG Team will set a time and date to “go live “with the final version of the Green Cove Springs GeoHub

Task 7: Promote Green Cove Springs GeoHub

Our team will promote the Green Cove Springs GeoHub to all stakeholders, including but not; limited to the following:

- To Developers, Engineers, Architects, Contractors
- To the Public –Website and Social Media
- To the City Departments

Task 8: Maintenance and Support

The total fee for the project is \$25,000. The breakdown of the cost includes the following:

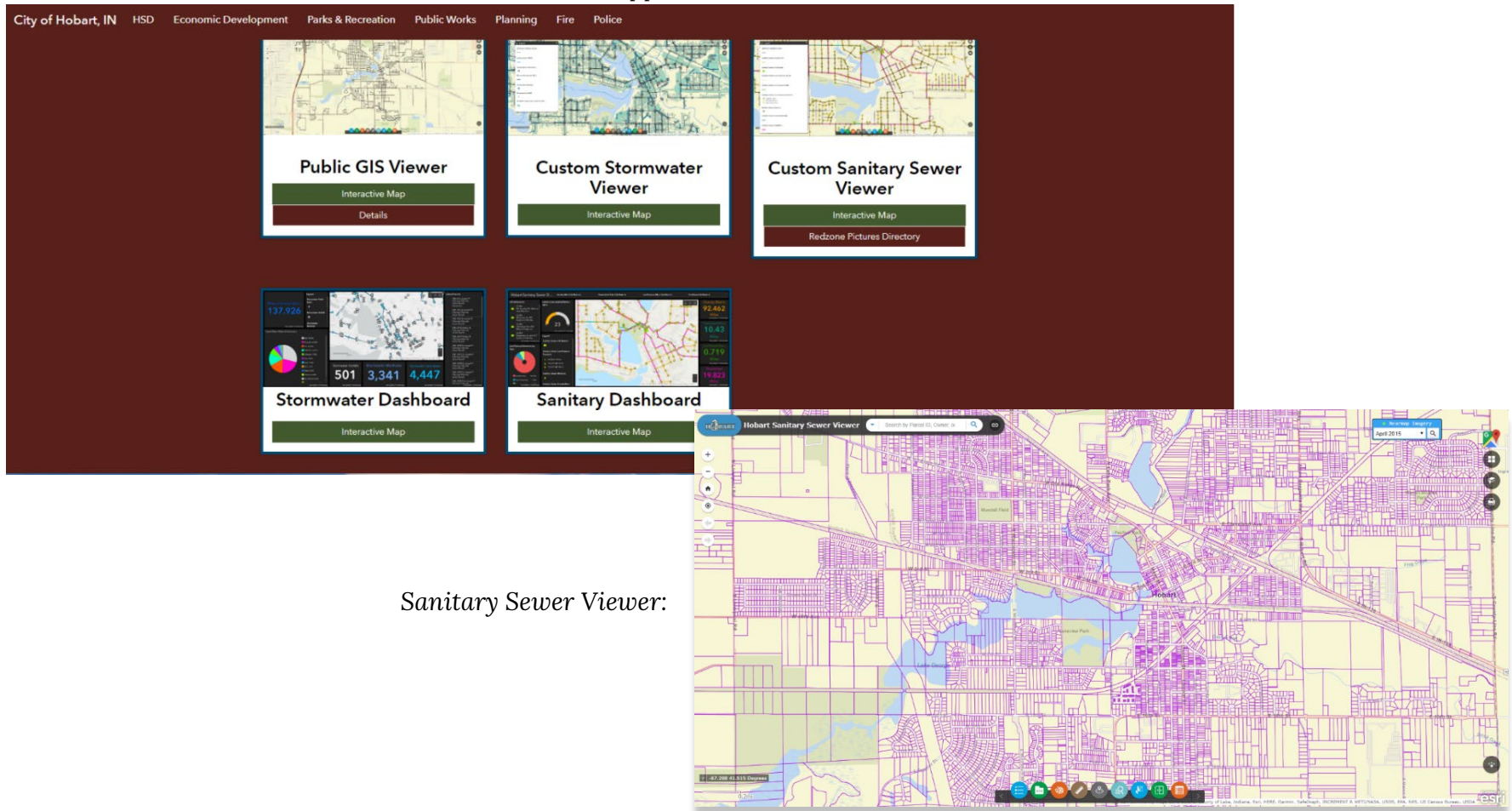
- \$24,000 Design and Deployment of the Green City Cove Springs GeoHub
 - \$1,000 Annual Esri Software and Hosting Fee
 - Fixed Hourly Rates for future enhancements and improvements, and additions to the Green Cove Springs GeoHub
- *Note: The Green Cove Springs GeoHub solution is an open citizen browser-based solution available to all stakeholders. All data and applications created are open to the public.*

Client Examples of ArcGIS Hub Web Applications By Department

Public Works

City of Hobart, IN

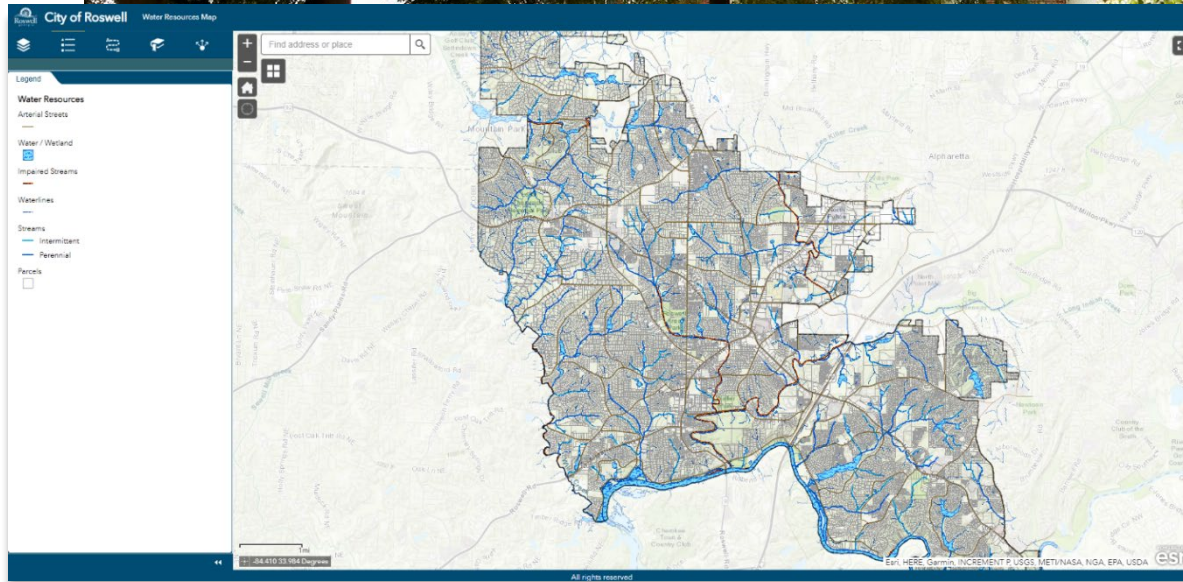
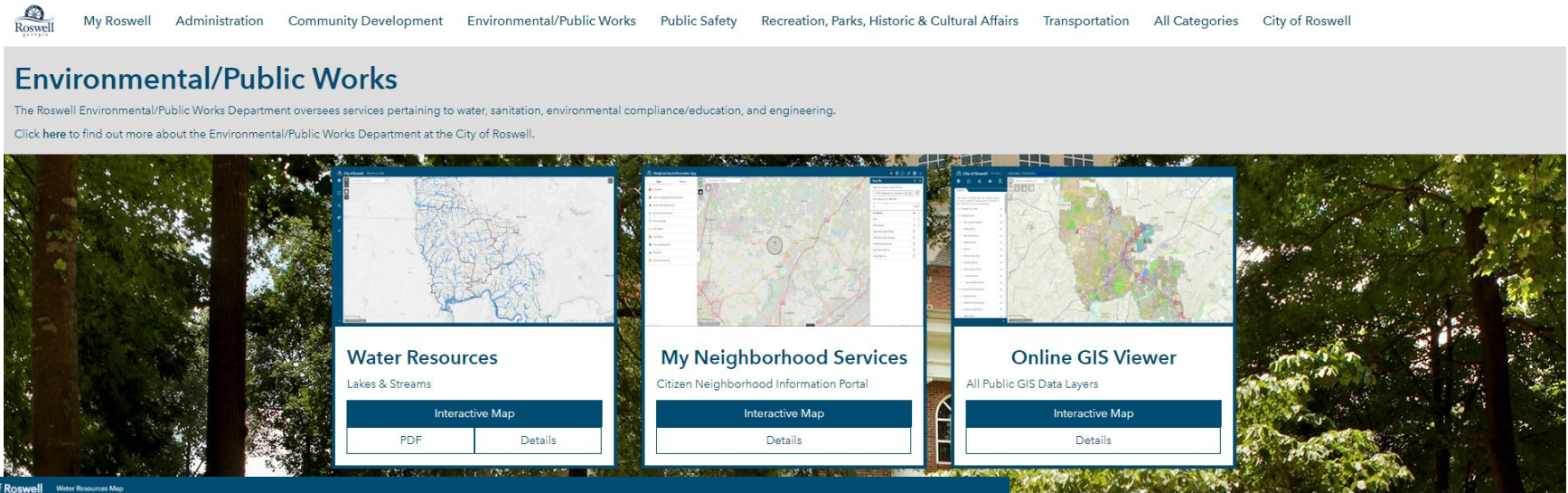
Various Public Works Apps and Tools



Sanitary Sewer Viewer:

City of Roswell, GA

Various Public Works Apps and Tools



Water Resources App

Parks and Recreation



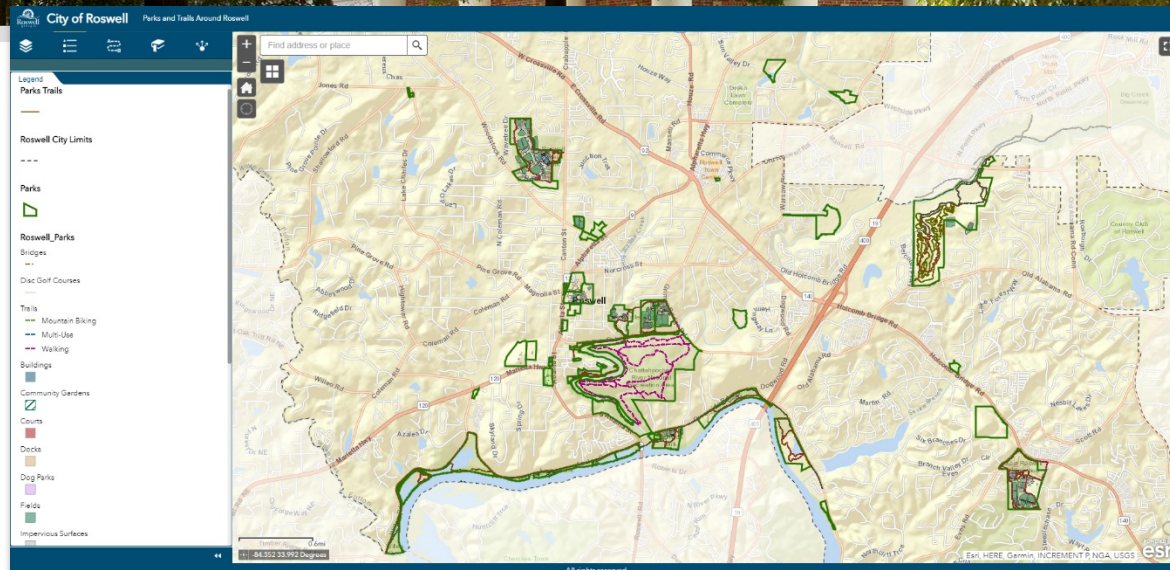
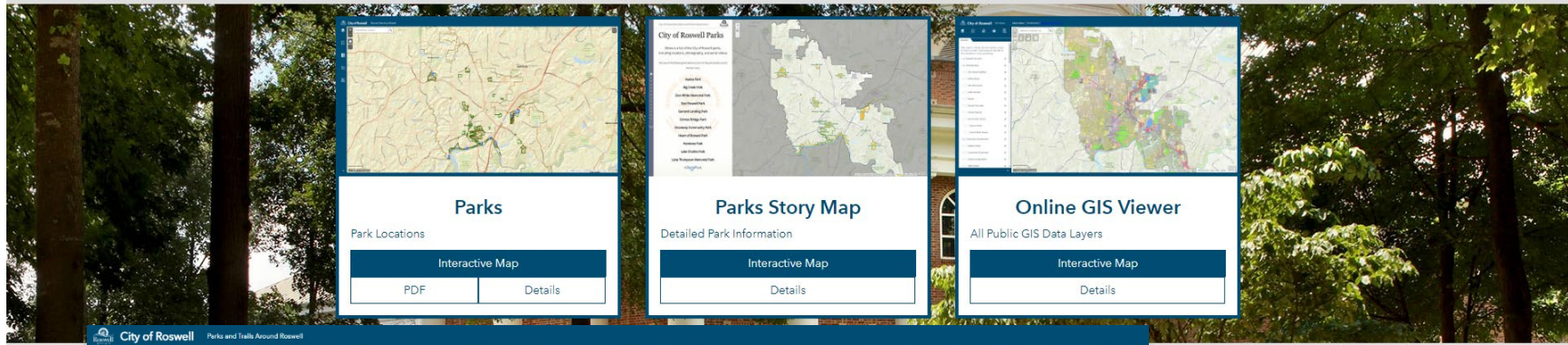
My Roswell Administration Community Development Environmental/Public Works Public Safety Recreation, Parks, Historic & Cultural Affairs Transportation All Categories City of Roswell

Recreation, Parks, Historic and Cultural Affairs

Those of us who live in Roswell know how exceptional our Recreation, Parks, Historic and Cultural Affairs Department is. So it came as no surprise to us when the department was nationally recognized with the Gold Medal for Excellence in Park and Recreation Management by the American Academy for Park and Recreation Administration. Each day, the City of Roswell's Recreation, Parks, Historic, and Cultural Affairs Department works to have a positive impact on the lives of all those who live, work, and play in Roswell. We put our hearts and souls into delivering the best recreational, health and wellness, artistic, and cultural experiences for everyone—regardless of age or ability.

We proudly maintain more than 900 acres of parkland, as well as our Southern Trilogy Historic House Museums (Barrington Hall, Bulloch Hall and Smith Plantation). And we host multiple special events for our community each year.


Click [here](#) to find out more about the Recreation, Parks, Historic and Cultural Affairs Department at the City of Roswell.



Parks and Trails Map

Story Map

City of Roswell Recreation and Parks Department

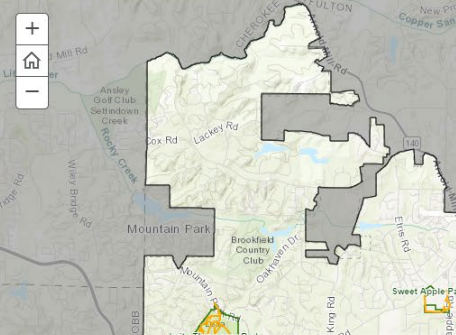


City of Roswell Parks


Below is a list of the City of Roswell parks, including locations, photography, and aerial videos

Click any of the following links below to zoom to the park location and to discover more.

- [Azalea Park](#)
- [Big Creek Park](#)
- [Don White Memorial Park](#)
- [East Roswell Park](#)
- [Garrard Landing Park](#)
- [Grimes Bridge Park](#)
- [Groveland Community Park](#)
- [Heart of Roswell Park](#)
- [Hembree Park](#)
- [Lake Charles Park](#)
- [Leita Thompson Memorial Park](#)
- [Old Mill Park](#)




City of Roswell Recreation and Parks Department



City of Roswell Parks


Azalea Park

City of Roswell Recreation and Parks Department



City of Roswell Parks

Azalea Park



Roswell Drone Tour: Azalea Park (TEST)
from Derek Davis


PARK HOURS:
Dawn - Dusk

ADDRESS:
203 Azalea Drive
Roswell, GA 30075

CONTACT:
[CALL 770-641-3705](tel:770-641-3705)
[EMAIL rrpdp@roswellgov.com](mailto:rrpd@roswellgov.com)

AMENITIES:
Click the following link for the [Photo Tour](#) or the [Interactive Park Map](#)

City of Roswell Recreation and Parks Department



City of Roswell Parks

Big Creek Park


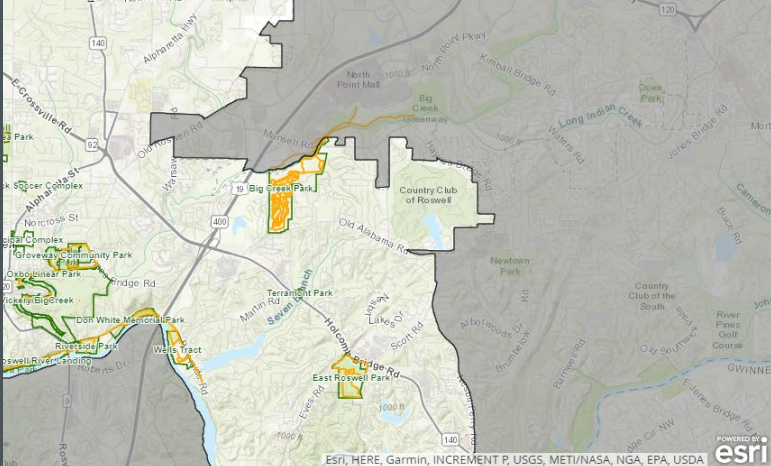
PARK HOURS:
6:00 AM - 11:00 PM

ADDRESS:
1600 Old Alabama Road
Roswell, GA 30075


CONTACT:
[CALL 770-641-3705](tel:770-641-3705)
[EMAIL rrpdp@roswellgov.com](mailto:rrpd@roswellgov.com)

AMENITIES:
Click the following link to view the [Photo Tour](#) or the [Interactive Map](#)

Big Creek Greenway (Multi-Use)
Blue Recreational Bicycles (Bike Repair Station)
Mountain Biking (Trails & Pump Tracks)
Restrooms
Trails (Swing/Tramping)

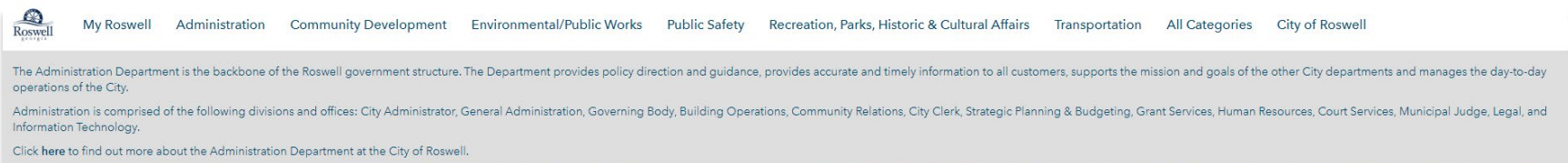
City of Roswell Recreation and Parks Department



City of Roswell Parks

Azalea Park

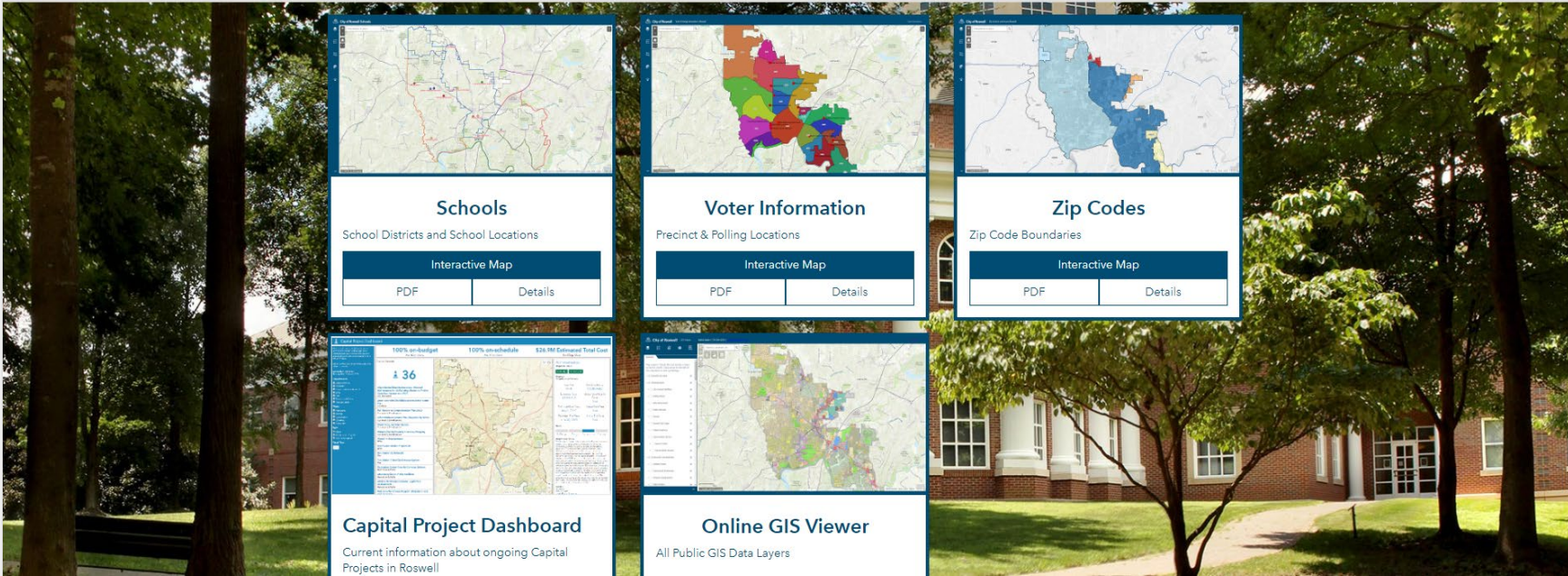
Administration



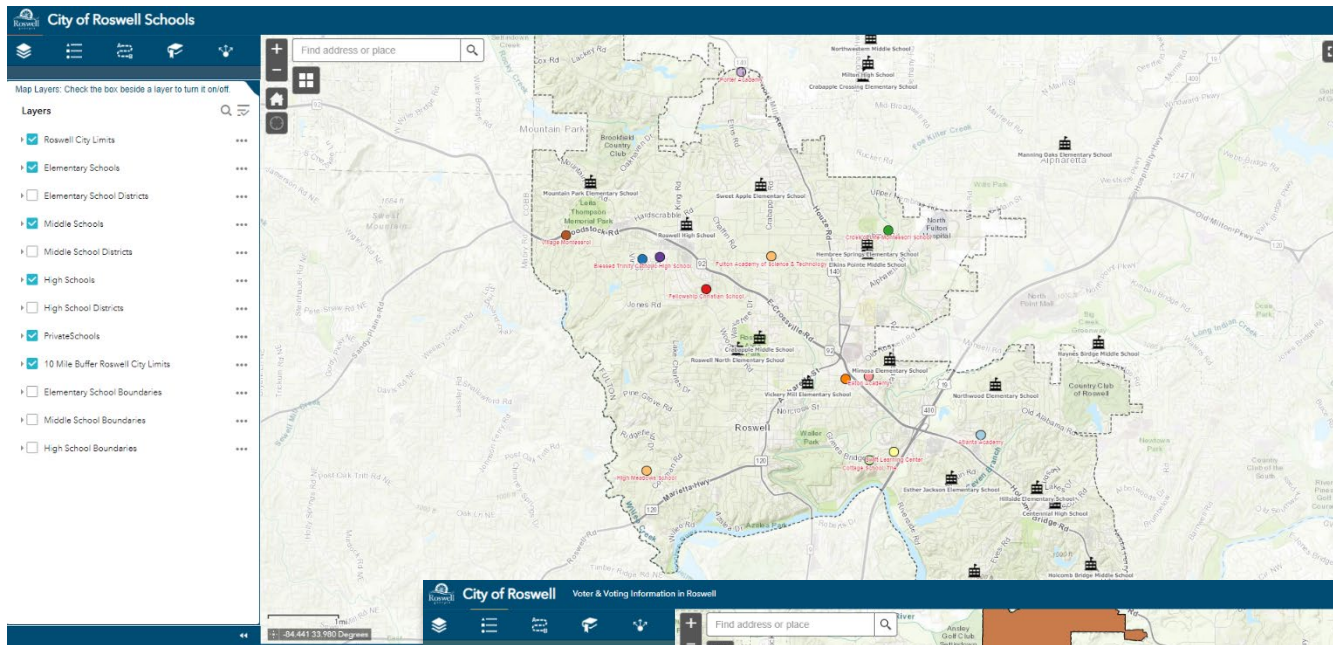
The Administration Department is the backbone of the Roswell government structure. The Department provides policy direction and guidance, provides accurate and timely information to all customers, supports the mission and goals of the other City departments and manages the day-to-day operations of the City.

Administration is comprised of the following divisions and offices: City Administrator, General Administration, Governing Body, Building Operations, Community Relations, City Clerk, Strategic Planning & Budgeting, Grant Services, Human Resources, Court Services, Municipal Judge, Legal, and Information Technology.

Click [here](#) to find out more about the Administration Department at the City of Roswell.

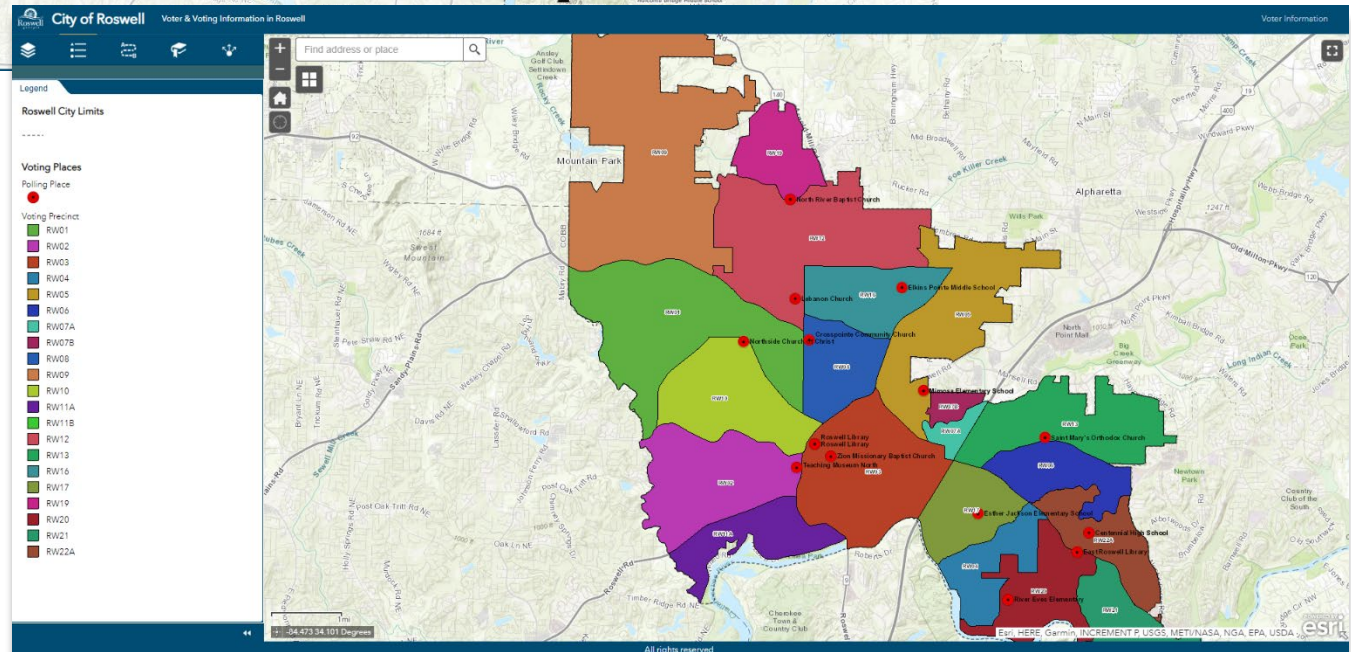


Various Apps and Tools



Schools

Voter Information



City of Hobart, IN | HSD | Economic Development | Parks & Recreation | Public Works | Planning | Fire | Police

Roads

Last updated 2 months ago | 1,877 Records

Roads	
OBJECTID	284
L_F_ADD	200
L_T_ADD	398
R_F_ADD	201
R_T_ADD	399
PREFIX	N

2/17/2020 | Feature Layer | No license specified | Download | APIs

Roads for Hobart, IN

Attributes

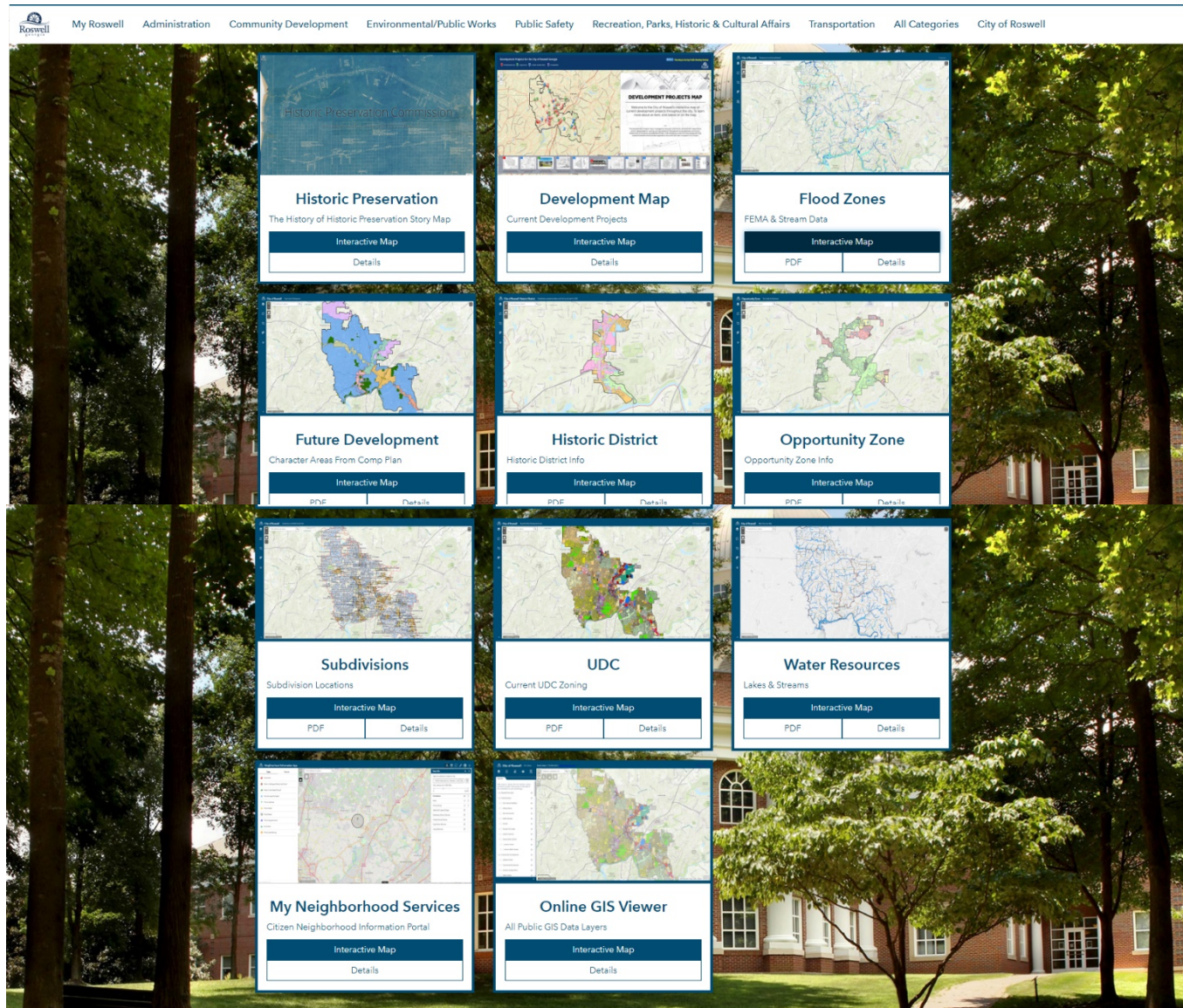
Chart | Map Visualization

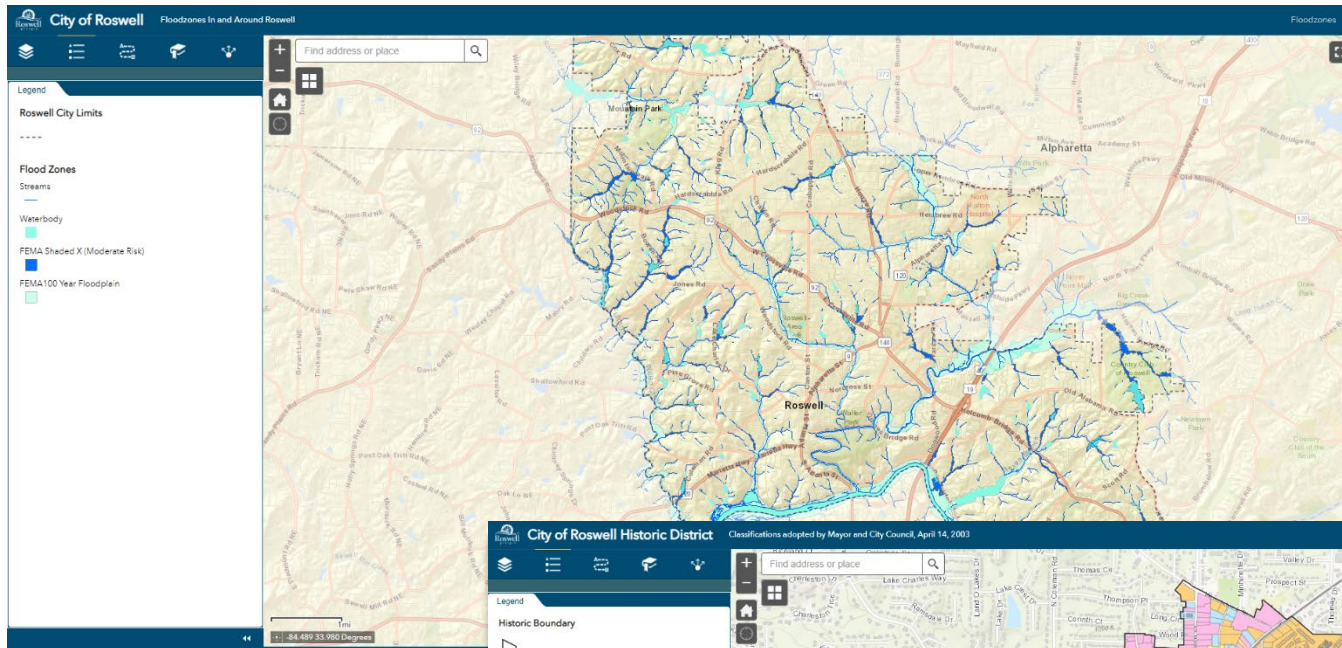
ADDRESSSED Text	AKA_1 Text	AKA_2 Text	Asset_Name Text	CITYASSIGN Text	Copied_To_911 Date or Time	Corrected Text	created_date Date or Time
created_user Text	EditorName Text	ESNASSIGNE Text	EXCHASSIGN Text	FCC Text	FROMLEFT Number	FROMRIGHT Number	ID Text

About
 Shared By: HobartGIS
 Data Source: services7.arcgis.com
 View Metadata
 Create Webmap
 Create a Story Map

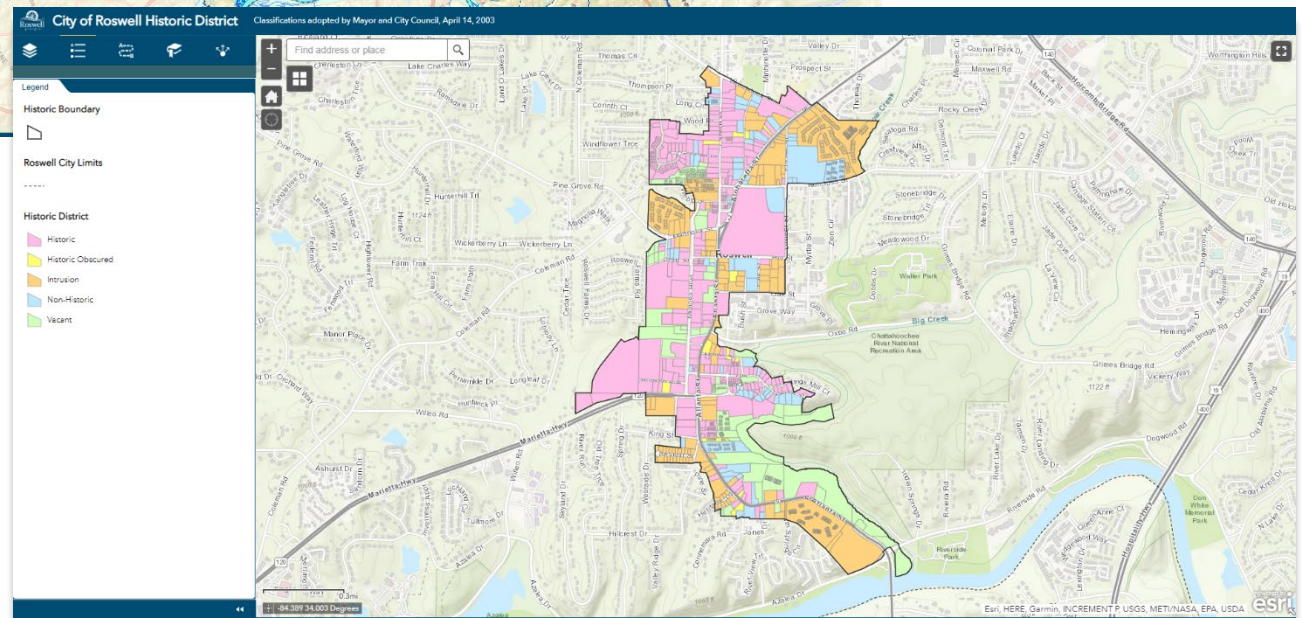
Road App

Community Development





Flood Zone:



Historic District:

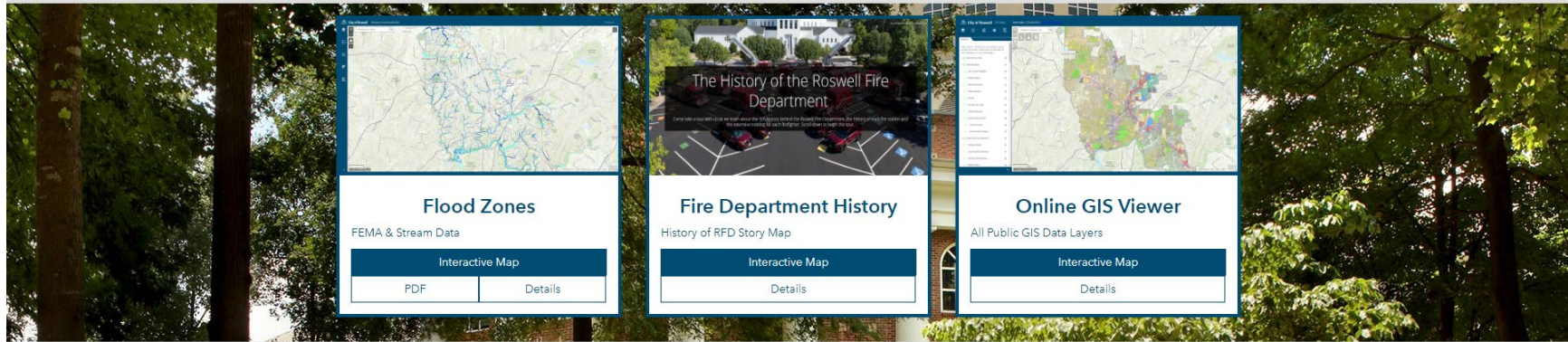
Public Safety



Public Safety

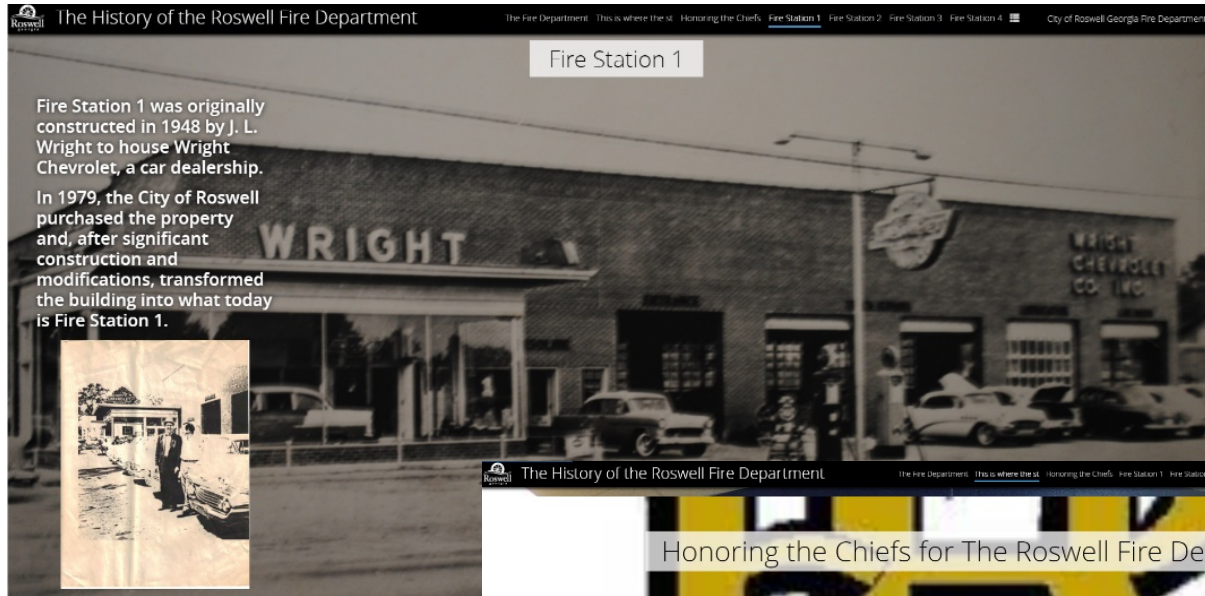
[Click here](#) to find out more about the Fire Department at the City of Roswell.

[Click here](#) to find out more about the Police Department at the City of Roswell.

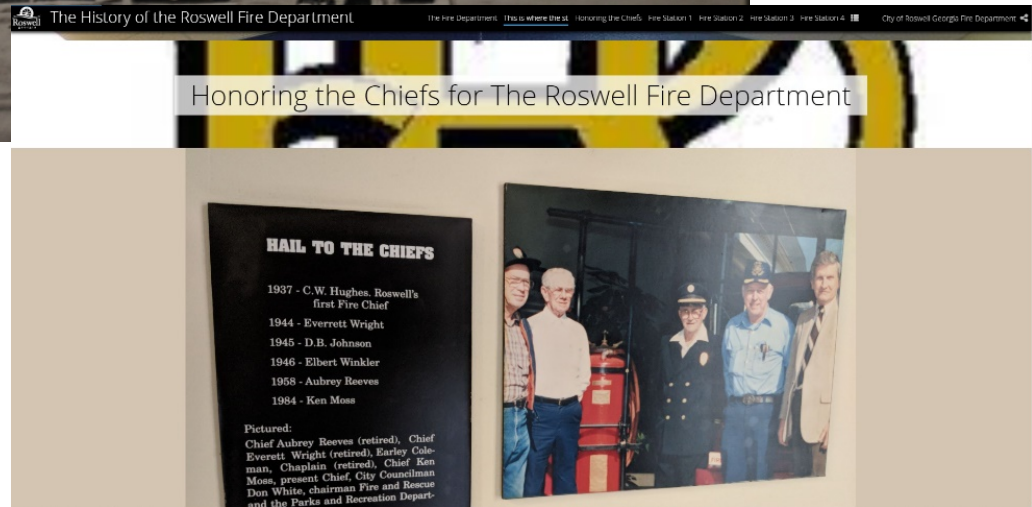


Various Apps and Tools

Fire Dept.



History



Transportation

Various Apps and Tools

The screenshot displays the City of Roswell website's navigation menu at the top, including links for My Roswell, Administration, Community Development, Environmental/Public Works, Public Safety, Recreation, Parks, Historic & Cultural Affairs, **Transportation**, All Categories, and City of Roswell. Below the menu, the 'Transportation' section is highlighted, featuring a descriptive paragraph about the Roswell DOT's role in traffic and transportation planning, design, engineering, implementation, and maintenance. A link is provided to find more about the Transportation Department.

Below the text, five interactive GIS tool panels are shown, each with a map preview and buttons for 'Interactive Map' and 'Details':

- Cone Zones**: Current Road Projects
- T-SPLOST**: T-SPLOST Projects
- Parking**: Parking Options Near Canton Street
- Online GIS Viewer**: All Public GIS Data Layers
- Public Parking In Historic Roswell**: A detailed map showing parking areas in historic Roswell with a legend for City Hall Trail, various parking types (Private - Valet Fee, Public - Hourly Fee, Public - Free (Restricted Hours), Public - Free), and Buildings.

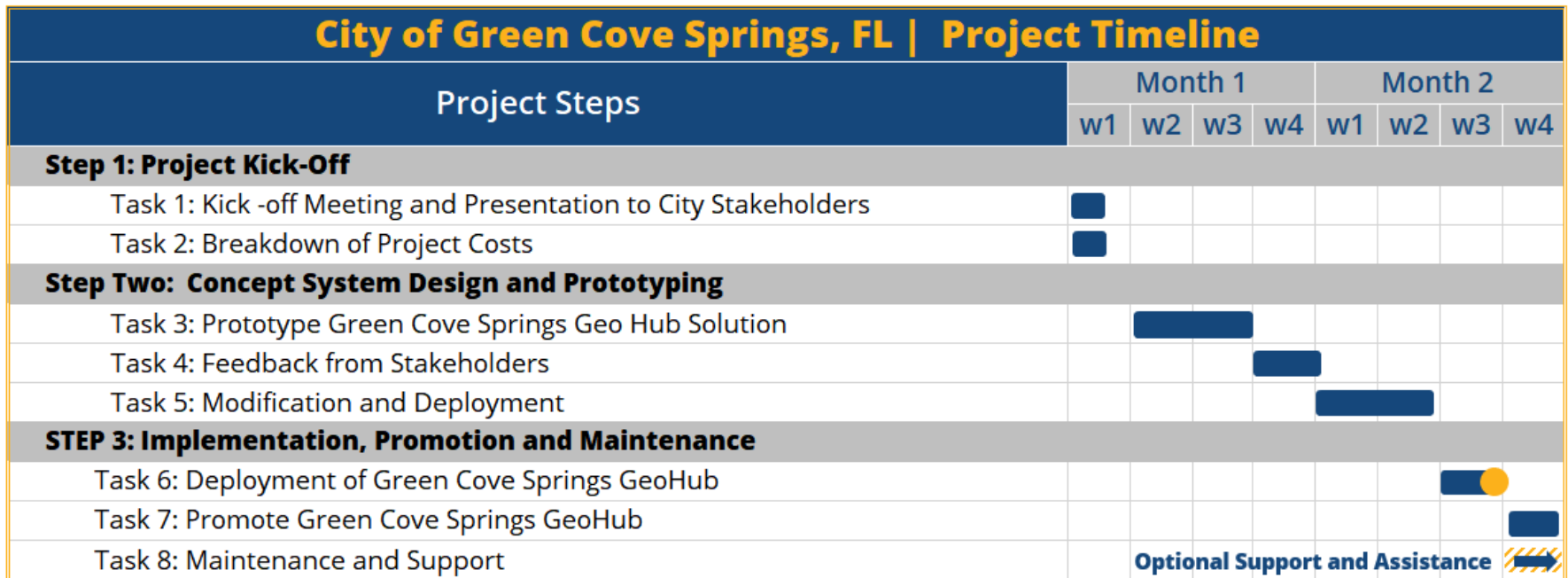
Public Parking

Schedule

Geographic Technologies Group understands that there are three major project deliverables, the first is due February 26, 2021 (procurement of the GIS consultant) and the final deliverable must be completed no later than June 15, 2021. We are aware the final deliverable must include the following:

- Final Online Comprehensive Mapping System Website (Green Cove Springs GeoHub).
- Promote the use of the Online Mapping System through the City’s website and social media pages.
- Compiled Current and Future intended Initiatives.
- Ensure DEO is provided with any subcontract or amendment to existing contract as needed.

Our team proposes the following schedule for this project as soon as the notice to proceed is given.



■ Step Timeline ● Deliverable

6

Management and Staffing



**GEOGRAPHIC
TECHNOLOGIESGROUP**

(4) Management and Staffing

GTG has carefully selected a team that has the proper education and work experience for this project. This team understands local government, are experts in the entire Esri suite of products, and has extensive experience with GIS Consulting Services and creating and implementing platforms to house GIS data in an appealing and user-friendly way. We are excited to help the City of Green Cove Springs achieve its vision. GTG understands the consistency of a project team is important, however, if the need arises, any proposed replacement of a key staff member will have equivalent or better qualifications than the original staff member.



Resumes for the team can be found on the following pages.

DAVID HOLDSTOCK, GISP

CEO, PROJECT ADVISOR

📞 919.222.1421 ✉️ dholdstock@geotg.com



PROFILE

Mr. David Holdstock is one of North America's leading authorities on GIS Strategic Implementation Planning in local government. He has secured GIS implementation awards for multiple organizations including the City of Guelph, Ontario, Canada, and the City of Unalaska, Alaska. Mr. Holdstock's recent 2020 book "**Smart Geospatial Practices and Applications in Local Government**" and his future 2023 book "**How to Build a Geo Smart City – A Step By Step Guide**" establishes him as a leading GIS authority. Mr. Holdstock incorporated Geographic Technologies Group, Inc. (GTG) in 1997 with offices throughout the United States. Mr. Holdstock has over 25 years of GIS experience. He has provided GIS data and consulting services for over 300 clients and has managed complete GIS enterprise implementations, including the planning, design, and implementation of Geospatial Data Hub Solutions, using ArcGIS Hub platform. As Principle, his duties include GIS management, GIS planning, assessment, design, and implementation of enterprise GIS programs, client contact, and project technical supervisor.



KEY EXPERIENCE

- Has managed the deployment of Esri Solutions for Hundreds of Clients
- Managed over 300 GIS Needs Assessments and Enterprise Implementations
- Oversees all ArcGIS Hub and Geospatial Website Deployments
- GIS Consulting Services
- Former GIS Manager for World's Leading Transportation Engineering Company – Parson Brinkerhoff, Quade and Douglas (PBQ&D), NY
- Extensive Publications and Presentations on GIS For Local Government
- Conducts GIS Technology Workshops and Education Seminars
- Develops Project Management Plans and QA/QC Procedures
- Provides Oversight for GIS Data Management Projects & Enterprise Implementation
- GIS/GPS Program Director at North Carolina State University – Institute for Transportation Research and Education (ITRE)



SIMILAR PROJECTS

City of Mississauga, ON- Internal Story Map Hub Planning and Implementation, Strategic Planning, Software Consulting Services, Story Map, Economic Development Online Data Center,
City of Fort Pierce, FL- Strategic Planning, Software Consulting Services, ArcGIS Hub Solution Planning, and Implementation
City of Roswell, GA – GIS Strategic Planning, Consulting, Public GIS Viewer, ArcGIS Data Hub Planning, and Implementation
City of Hobart, IN – GIS Needs Assessment, Geospatial Data Hub
City of Broken Arrow, OK – GIS Consulting Services, Database Clean-up and Design, Maintenance, ArcGIS Data Hub Planning, and Implementation.
City of Berkeley, CA- GIS Master Plan, GIS Consulting, Public GreenCity GIS Data Hub Viewer Planning and Implementation



EDUCATION

MASTER OF SCIENCE – Natural Resource Management
GIS Research Program
NC State University

BACHELOR OF ARTS: HONORS – Geography
School of Humanities- Geography
Greenwich University

CERTIFICATIONS

Geographic Information Systems Professional (GISP)

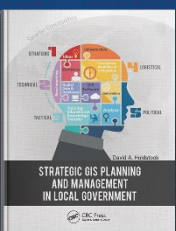
AWARDS

- Esri Cornerstone Partner Award
- Esri Business Partner of the Year
- 2017 Esri Partner Award Winner: Best Citizen Engagement Award
- Multiple Esri Local Government Special Achievement (SAG) Awards
- 2017 URISA Best Web GIS
- 2017 URISA Best Public-Sector GIS

PUBLICATIONS

Author of 2016 Strategic GIS Planning and Management in Local Government

2020 – Smart Geospatial Practices and Applications in Local Government



RIVES DEUTERMAN

GIS PROJECT MANAGER AND STRATEGIC PLANNER

336.965.4968 rdeuterman@geotg.com



PROFILE

Mr. Rives Deuterman currently serves as a Project Manager and GIS Strategic Planner for Geographic Technologies Group. He has a Graduate Certificate in Geographic Information Systems. At GTG, assists in all Needs Assessments, Analysis, and the creation of GIS Strategic Plans and Roadmaps. He also is project lead on all of our ArcGIS Hub and Geospatial Data Hub Solutions. He performs geodatabase management, data creation, migration and conversion, data capture, and data cleanup. He reviews data transfer and consolidations. He also provides QA/QC procedures and detailed technical documentation. He has experience with SQL. He creates and maintains data layers and develops maps and applications. He provides updates and maintenance for clients, as well as on-call technical support. He responds to client requests and provides as-needed GIS training.



KEY EXPERIENCE

- GIS Consulting
- Geospatial Websites
- ArcGIS Hub Solutions
- Esri Software Updates and Maintenance
- GIS Strategic Planning
- GIS Data Management and Migration
- Data Transfer and Consolidation
- Data Layer Creation
- ArcGIS Implementation
- GIS Technical Support Services
- Data Collection using Collector for ArcGIS
- Quality Control/Quality Assurance Standards



SIMILAR PROJECTS

City of Mississauga, ON- Internal Story Map Hub Planning and Implementation, Strategic Planning, Software Consulting Services, Story Map, Economic Development Online Data Center,

City of Fort Pierce, FL- Strategic Planning, Software Consulting Services, ArcGIS Hub Solution Planning, and Implementation

City of Roswell, GA – GIS Strategic Planning, Consulting, Public GIS Viewer, ArcGIS Data Hub Planning, and Implementation

City of Hobart, IN – GIS Needs Assessment, Geospatial Data Hub

City of Broken Arrow, OK – GIS Consulting Services, Database Clean-up and Design, Maintenance, ArcGIS Data Hub Planning, and Implementation.



BS

EDUCATION

BACHELOR OF SCIENCE –
Environmental Science (Energy and Sustainability concentration)

Minor in Geography (GIS focus)
University of North Carolina, Chapel Hill

TECHNICAL SKILLS

- ArcGIS applications ArcSDE
 - Spatial Analysis, Network Analysis, and Data Reviewer extensions
- Esri Software Suite
- Python, SQL, Matlab
- Microsoft Visual Basic and VB.NET
- Remote Sensing, Envi Image Processing Software

JESSY BEASLEY

SENIOR GIS ANALYST

📞 919.759.9214 ✉️ jvanhorn@geotg.com



PROFILE

Mrs. Jessie Beasley has worked with GIS data and Esri products for over seven years. As a Senior GIS Analyst for GTG, she has completed GIS Data Assessments, performed QA/QC, deployed software, and migrated data to Esri's ArcGIS Utility Network schemas. She has assisted in the planning, data gathering, design, and deployment of ArcGIS Hub solutions for several clients. Jessie has also developed GIS Training Plans and Standard Operating Procedures (SOPs). She has collaborated with analysts at county and state levels to develop GIS solutions for stakeholders. She served as a Physical Science Technician with the USDA-Agricultural Research Service, creating quality geodatabases that were used to build agricultural conservation plans throughout the Midwest. While at the USDA, she built multiple web applications using Esri's Story Maps and Web AppBuilder to ease information transfer among government officials and the public. She frequently found solutions employing Python to automate processes and extract and maintain organized datasets. She also uses Esri's ArcGIS Data Reviewer to manage and control data quality for GIS projects. She provides spatial modeling and analysis to improve GIS decision making.



KEY EXPERIENCE

- Six years of experience working with ArcGIS Desktop applications
- Implemented ArcGIS Hub Solutions
- Deployment of Geospatial Websites
- Proficient in ArcGIS Online
- Dashboard Creation
- Workflow Automation
- Spatial Modeling
- Geoprocessing Automation
- Data Creation and Migration
- Data Integrity and QA/QC Procedures
- Can find solutions to automate repetitive processes using Python, employ GIS web applications to ease information sharing, and provide and maintain quality GIS data and databases.
- Understanding of file geodatabase structure and subsequent data configuration
- Targeted Application Development
- LGIM Implementation and Migration



SIMILAR PROJECTS

City of Mississauga, ON- Internal Story Map Hub Planning and Implementation, Strategic Planning, Software Consulting Services, Story Map, Economic Development Online Data Center,

City of Fort Pierce, FL- Strategic Planning, Software Consulting Services, ArcGIS Hub Solution Planning, and Implementation

City of Roswell, GA – GIS Strategic Planning, Consulting, Public GIS Viewer, ArcGIS Data Hub Planning, and Implementation

City of Hobart, IN – GIS Needs Assessment, Geospatial Data Hub

City of Broken Arrow, OK – GIS Consulting Services, Database



EDUCATION

MASTER OF SCIENCE – Geography
Certificate: GIS
East Carolina University

BACHELOR OF SCIENCE – Geography
University of Florida

CERTIFICATIONS

Graduate Certificate in Geographic Information Systems

AWARDS

- Esri Cornerstone Partner Award
- Esri Business Partner of the Year
- 2017 Esri Partner Award Winner: Best Citizen Engagement Award
- Multiple Esri Local Government Special Achievement (SAG) Awards
- 2017 URISA Best Web GIS
- 2017 URISA Best Public-Sector GIS

TECHNICAL SKILLS

ESRI's Suite of GIS Software, ArcGIS Server, ArcGIS Online, Socrata Open Data & Open Performance, SQL Server, Management Studio, Transact-SQL, Microsoft Excel, Plotly, R/RStudio, HTML5, CSS, JavaScript, React, Node.js, Postgres, C#, Powershell, Git, ObjectiveC

JESSICA PARKER

BUSINESS DEVELOPMENT AND SUPPORT SERVICES DIRECTOR ■

📞 919.922.6128 ✉️ jparker@geotg.com



PROFILE

Jessica Parker is Geographic Technologies Group's Business Development and Support Services Director, with a BSBA from Colorado State University. She is the leader of several business development initiatives at Geographic Technologies Group. She is responsible for managing GTG's Marketing Team, oversight of proposals and nurturing of client relationships. She also creates GTG's presentations, designs graphics, and assists with the creation and implementation of strategic plans. Mrs. Parker has great proficiency in the Microsoft Office Suite, Adobe products, Prezi, and Flipbooks.



HIGHLIGHTS

- Designs Graphics for ArcGIS Hubs and Geospatial Websites
- Website Management
- Project Coordination
- Assists with the formation of GIS Strategic Plan documents
- Creates professional presentations, brochures, and other materials
- Supports the proposal writing process in response to RFPs
- Develops and implements marketing campaigns
- Expert in the following:
 - Strategic Plan formatting and finalization
 - Preparing Presentations
 - Marketing campaigns and collateral
 - Marketing Analytics
 - Team Task Management
 - Collaborating with clients



KEY EXPERIENCE

Mrs. Parker is well versed in all aspects of GIS Business Development and Marketing, and has recently worked on the designs for the following Geospatial Data Hubs:

- City of Mississauga, ON
- City of Fort Pierce, FL
- City of Roswell, GA
- City of Hobart, IN
- City of Broken Arrow, OK



EDUCATION

BACHELOR OF SCIENCE – Business Administration with a concentration in Marketing
Colorado State University

AWARDS

- Esri Cornerstone Partner Award
- Esri Business Partner of the Year
- 2017 Esri Partner Award Winner: Best Citizen Engagement Award
- Multiple Esri Local Government Special Achievement (SAG) Awards
- 2017 URISA Best Web GIS
- 2017 URISA Best Public-Sector GIS



***Ability to
Quickly Become
Familiar with
Local Conditions***



**GEOGRAPHIC
TECHNOLOGIESGROUP**

(5) Ability to Become Quickly Familiar with Local Conditions

Geographic Technologies Group (GTG) has a successful track record in working with Florida towns, cities, and counties. Our references and working relationship with many Florida organizations is second to none. We are currently working with the Seminole Tribe of Florida and the City of Fort Pierce, Florida to build plan, design, and build similar Online Mapping Systems.

I believe that our hand-picked team can become familiar with the needs and requirements of the City of Green Cove Springs quickly and effectively. As CEO I will be driving to the City and meeting with key staff to present our scope and examples of other solutions around the country. This project will be a combination of on-site visits and remote presentations and updates. There will be four people dedicated to this project that will be available throughout the project.

- Myself – David Holdstock CEO and Owner
- Rives Deuterman – ArcGIS HUB and Esri Expert
- Jessy Beasley – GIS Specialist
- Jess Parker - Marketing and Design Coordinator

Our scope lends itself to getting to know the City staff and the ultimate required outcomes.

Our scope of work includes three steps and eight tasks.

STEP 1: Project Kick-Off

- Task 1: Kick-Off Meeting and Presentation to City Stakeholders
- Task 2: Breakdown of Project Costs

STEP 2: Concept System Design and Prototyping

- Task 3: Prototype Green Cove Springs GeoHub Solution
- Task 4: Feedback from Stakeholders
- Task 5: Modification and Deployment

STEP 3: Implementation, Promotion, and Maintenance

- Task 6: Deployment of Green Cove Springs GeoHub
- Task 7: Promote Green Cove Springs GeoHub
- Task 8: Maintenance and Support



GIS CONSULTING SERVICES

Clients

City of Peterborough, Ontario
Wake County, North Carolina
City of Hobart, Indiana
Seminole Tribe of Florida
City of Fort Pierce, Florida
Ashghal Public Works Agency, Qatar
City of Morgan Hill, California
Bay County, Florida
City of Farmers Branch, Texas
City of Pico Rivera, California
City of San Marcos, Texas
City of Irvine, California
Santa Clara Valley Water District, California
City of Lawrenceville, Georgia
City of Granbury, Texas
Contra Costa Water District, California
City of Lloydminster, Alberta, Canada
City of Lauderdale, Florida
City of Tulare, California
City of Berkeley, California
Yukon Energy Corporation, Canada
Gwinnett County, Georgia
Columbus County, Georgia,
Louisville Jefferson County, Kentucky
City of West Hollywood, California
San Luis Obispo County, California
Rome Floyd County, Georgia
City of Boulder OSMP, Colorado
City of Vancouver, Washington
City of Concord, California
Wayne County, North Carolina
City of Roseville, California
City of Simi Valley, California
City of Sunnyvale, California
City of Pasadena, California
City of West Sacramento, California
City of Mississauga, ON, Canada
Lane Council of Governments, Oregon
City of Roswell, Georgia
City of Markham, ON, Canada
City of Nanaimo, BC, Canada
City of Guelph, ON, Canada

City of Edina, Minnesota
City of Woodland, California
Town of Truckee, California
City of Eagan, Minnesota
Athens-Clarke County, Georgia
Calvert County, Maryland
Carteret County, North Carolina
City of Alpharetta, Georgia
Lake County Forest Preserves, Illinois
City of Boynton Beach, Florida
City of Cocoa, Florida
City of Fulshear, Texas
Forsyth County, Georgia
City of Fort Pierce, Florida
City of Gillette, Wyoming
City of Goldsboro, North Carolina
City of Goose Creek, South Carolina
City of Greenville, North Carolina
City of Gulf Breeze, Florida
City of Hagerstown, Maryland
City of Johnson City, Tennessee
City of Kinston, North Carolina
City of Kissimmee, Florida
City of Lexington, North Carolina
City of Maryville, Tennessee
City of Medford, Oregon
City of Midland, Michigan
City of Miramar, Florida
City of Morehead City, North Carolina
City of North Myrtle Beach, South Carolina
City of Olympia, Washington
City of Opelika, Alabama
City of St. Helens, Oregon
City of Stuart, Florida
City of Surf City, North Carolina
City of Tarboro, North Carolina
City of Titusville, Florida
City of Topsail Beach, North Carolina
City of Unalaska, Alaska
City of Valdez, Alaska
Town of Snowmass Village, Colorado
Yuma County, Arizona

City of Dayton, Ohio
Lenoir County, North Carolina
Moore County, North Carolina
Orange County, North Carolina
Pender County, North Carolina
Richland County, South Carolina
Rockingham County, North Carolina
City of Hoover, Alabama
Spotsylvania County, Virginia
Town of Boone, North Carolina
Town of Branford, Connecticut
City of Pembroke Pines, Florida
City of Parkland, Florida
City of Rio Rancho, New Mexico
City of New Bern, North Carolina
City of Shelby, North Carolina
City of South Bend, Indiana
Town of Clayton, North Carolina
Town of Davie, Florida
Town of Leesburg, Virginia
Town of Matthews, North Carolina
Town of Nags Head, North Carolina
Halifax County, North Carolina
Hendry County, Florida
Indian River County, Florida
Kitsap County, Washington
Town of Pine Knoll Shores, North Carolina
Town of Southern Shores, North Carolina
University of North Carolina, Chapel Hill
Wicomico County, MD
City of Salisbury, MD
Wilson County, North Carolina

SERVICES



about GEOGRAPHIC TECHNOLOGIES GROUP®

Contact Us:

www.geotg.com
moreinfo@geotg.com
(888) 757-4222

Geographic Technologies Group, Inc. (GTG) is one of the country's leading full-service local government GIS consulting companies. GTG's corporate headquarters is located in Goldsboro, North Carolina, with regional offices in Raleigh, North Carolina and Longview, Texas. GTG has secured state, national, and international awards for software solutions and consulting services. Founded in 1997, GTG celebrates more than two decades of growth and success. Built on its tradition of deploying the very best GIS solutions for local government, GTG now has over 700 clients nationwide. A corporate culture of quality, understanding government operations, and commitment to our clients allows GTG to continue to build an outstanding GIS portfolio.





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 www.geotg.com

The City of Green Cove Springs, FL

Quote # 20-8417

Date – May 3, 2021

TO:	FROM:
Michael Daniels, AICP Planning and Zoning Director City of Green Cove Springs, Florida 321 Walnut St Green Cove Springs, FL 32043 (904) 297-7049 mdaniels@greencovesprings.com	David Holdstock, CEO Geographic Technologies Group, Inc. 1202 Parkway Drive

Project	QUOTE VALID FOR	TERMS
ArcGIS Hub Project 3D Add-on	Ninety Days	NET 30

DESCRIPTION	AMOUNT
The City of Green Cove Springs, FL, is engaged with GTG on an ArcGIS Hub project and has decided to expand on the current scope by adding a 3D component. GTG will generate building footprints from aerial imagery, assign height estimates using Lidar for reference, and clean up the building representations within the Central Business District.	

Solution	Cost
City of Green Cove Springs 3D: <ul style="list-style-type: none"> • LOD 1 for the whole city, using building outlines extracted from aerial imagery and estimated heights from Lidar • LOD 2 for the Central Business District (~70 buildings) • LOD 3 and rendering using photos supplied by the City for 10 hand-picked buildings • Deployment of a 3D web viewer to the ArcGIS Hub 	\$15,000
This proposal includes one 3D Data Maintenance virtual training session.	
TOTAL	
\$15,000	

- A notice to proceed can be in the form of a purchase order or by noting the desire to proceed on letterhead

Purchase Order can be emailed to Curt Hinton at chinton@geotg.com or faxed to 919-759-0410

THANK YOU FOR YOUR BUSINESS!