



REQUEST FOR PROPOSALS
FOR VALET PARKING SERVICES FOR
THE PUBLIC HEALTH TRUST a/k/a JACKSON HEALTH SYSTEM
RFP NO. 22-10

SOLICITATION ADVERTISEMENT DATE
JULY 18, 2022

SUBMISSION OF CLARIFICATIONS, ON OR BEFORE
JULY 25, 2022, at 4:00 pm EST

PROPOSAL SUBMISSION, ON OR BEFORE
AUGUST 12, 2022, at 10:00 am EST

City of Miami Department of Off-Street Parking
d/b/a/ Miami Parking Authority ("MPA")
Procurement Administrator
40 NW 3rd Street, PH Suite 1103
Miami, FL 33128
Procurement@MiamiParking.com
(305) 373-6789

SUBMITTING A COMPLETE AND TIMELY PROPOSAL IN RESPONSE TO THIS RFP IS THE SOLE RESPONSIBILITY OF EACH PROPOSER. THE MPA IS NOT ACCOUNTABLE FOR DELAYS CAUSED BY ANY MAIL, PACKAGE OR COURIER SERVICE, INCLUDING U.S. MAIL, OR CAUSED BY ANY OTHER OCCURRENCE. THE MPA IS AN EQUAL OPPORTUNITY EMPLOYER AND DOES NOT DISCRIMINATE BASED ON AGE, GENDER, RACE, SEXUAL ORIENTATION OR DISABILITY

The Department of Off-Street Parking for the City of Miami d/b/a Miami Parking Authority, (“MPA” or the “Authority”) is seeking Proposals from qualified entities for **VALET PARKING SERVICES at initially two PUBLIC HEALTH TRUST a/k/a JACKSON HEALTH SYSTEM (“PHT”) locations:**

1. **Jackson Memorial Medical Campus / Diagnostic Treatment Center,
1080 NW 19 Street, Miami, FL;**
2. **Jackson Memorial Medical Campus / Christine E Lynn Rehabilitation Center,
1611 NW 12 Avenue, Miami, FL;**

Additional locations at PHT sites may be added if and as the need arises. This Request for Proposal (RFP) contains specific information about the scope of services, submission requirements and selection procedures.

Please deliver one (1) original unbound Proposal, and three (3) complete bound copies of the original Proposal, to the administrative office of the Miami Parking Authority, 40 NW 3rd Street, Suite 1103, Miami, Florida 33128 no later than 10:00 a.m. EST on or before AUGUST 12, 2022.

Submissions received past such deadline and/or submitted to any other location or office shall be deemed not responsive and rejected. MPA’s Chief Executive Officer and/or the MPA’s Board of Directors (“Board”) reserves the right to accept any timely submission deemed to be in the best interest of the MPA, to waive any minor (e.g., not material) technicalities, omissions, or irregularities in any submission and/or reject any or all submissions, and re-advertise, at MPA’s option, for new submissions.

Proposals are to be submitted in a sealed envelope/package bearing the name of the individual and/or company, the address, the number, and title of this RFP no later than the date and time specified in the RFP timetable section. Proposals received after said date and time will not be considered and no time extensions will be permitted.

MPA’s tentative schedule for this Solicitation is as follows:

| Event | Date |
|---|-------------------------------------|
| Advertisement/Issue Date | JULY 18, 2022 |
| Last Date of Receipt of Written Questions | JULY 25, 2022, at 4:pm |
| Closing of Solicitation – Proposals due | AUGUST 12, 2022, at 10:00 am |

TABLE OF CONTENTS

| | |
|---|-----|
| General Terms and Conditions | 1.0 |
| Special Terms and Conditions | 2.0 |
| RFP Timetable and Evaluation/Selection Process..... | 3.0 |
| Scope of Services..... | 4.0 |
| Minimum Requirements | 5.0 |
| Evaluation Criteria | 6.0 |

Forms:

- 7.0 PRICE AND FEE SCHEDULE
- 8.0 RFP INFORMATION FORM
- 9-A CERTIFICATE OF AUTHORITY FOR INDIVIDUAL
- 9-B CERTIFICATE OF AUTHORITY FOR CORPORATION
- 10.0 PROPOSER'S QUALIFICATION STATEMENT
- 11.0 DEBARMENT AND SUSPENSION
- 12.0 CERTIFICATIONS OF NON-COLLUSION AND NO CONFLICT OF INTEREST
- 13.0 INDEMNIFICATION AND INSURANCE
- 14.0 REFERENCES
- 15.0 ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM(S)

EXHIBIT A – Photos of Sites

2.0 SPECIAL TERMS AND CONDITIONS

2.1 OVERVIEW

The City of Miami Department of Off-Street Parking, a/k/a Miami Parking Authority (“MPA”), an agency and instrumentality of the City of Miami, Florida, hereby invites experienced and capable parties to submit a Proposal for a **VALET PARKING SERVICES AT PUBLIC HEALTH TRUST a/k/a JACKSON HEALTH SYSTEM** as described in Section 4.0 Scope of Services. For any Proposal to be considered, it must fully conform to all stated requirements, as defined in this RFP.

In order to evaluate the conditions and determine the costs and labor necessary for providing the Scope of Services outlined in Section 4.0 of this RFP, prior to submitting a proposal, prospective proposers are required to visit and inspect the Sites where the Scope of Services will be performed. In no event shall failure to inspect the Sites constitute grounds for a claim after the contract award.

Any questions regarding this RFP must be submitted in writing to Procurement@MiamiParking.com **before 4:00 pm on JULY 25, 2022.**

In the best interest of MPA, the CEO or his designee has discretion and sole authority, by written Addendum, to:

- (a) Accept or reject any Proposal
- (b) Amend the RFP, in whole or in part
- (c) Cancel, and/or re-advertise the RFP

Proposals received after the stated due date and time will not be considered.

2.2 PURPOSE

The MPA intends to issue a multi-year Contract, subject to review and prior approval by representatives of the Public Health Trust and the MPA Board of Directors (“BOD”). An Award recommendation will be made on behalf of the Responsive and Responsible Proposer whose Proposal is examined and judged to be most beneficial to the MPA, based on the evaluation factors established in Section 6.0. Unless otherwise required by the City Procurement Code, the MPA intends to recommend Contract Award to its BOD based on the ranking of the Evaluation Committee. If needed, negotiations may be held in good faith with the highest ranked Proposer. If the MPA and the highest ranked Proposer fail to finalize a mutually acceptable agreement, the MPA may terminate discussions and initiate negotiations with the next highest ranked Proposer, until a Contract is negotiated and executed, or all Proposals are rejected. No Proposer shall have any rights in the subject Services or against MPA arising from such negotiations. Under a Contract resulting from this RFP, the MPA and the awardee will enter into a mutually binding agreement governed by the terms and conditions set forth in this RFP. By submitting a complete Proposal, the Proposer certifies acceptance and agreement to all terms and conditions, procedures, evaluation criteria, and instructions stated in this RFP and subsequent Contract. All Proposers are encouraged to carefully read and pay attention to all information provided in this RFP, and to submit a Proposal accordingly. Proposers must make the necessary entry in all blanks provided for responses. All documents attached to this RFP constitute the entire RFP. All Proposers must complete/submit/return the RFP package with all information relevant for the proper offer analysis, in the same order in which it was issued. Notes and comments by Proposer may be rendered as attachments, provided the same format of this RFP is followed. All Proposals shall be submitted in a properly identified sealed envelope, with the opening date information clearly noted on the outside of the envelope. Proposers must address/respond each requirement in the RFP. All Proposals must be concise, complete, and clear.

2.3 DEADLINE FOR REQUEST FOR ADDITIONAL INFORMATION/CLARIFICATION

Requests for additional information or clarifications must be made in writing and received by the Procurement Administrator, specified in the Public Notice section of this RFP. The request must contain the RFP number and title, Proposer’s name, name of Proposer’s contact person, address, phone number and email.

The MPA will issue responses to inquiries, and any other corrections or Amendments it deems necessary, in written Addenda issued prior to the Proposal Submission Due Date. Proposers should not rely on any representations, statements, or explanations other than those made in this RFP, or in any written Addendum to this RFP. Where there appears to be conflict between the RFP and any Addenda issued, the last Addendum issued shall prevail.

Any request for additional information or clarification must be received in writing no later than 10:00 am JULY 25, 2022. Proposers may e-mail their requests to the attention of Anna Parekh, Real Estate & Procurement Specialist, Miami Parking Authority, 40 N.W. 3rd Street, Suite #1103, Miami, Florida 33128; email: procurement@miamiparking.com.

2.4 TERM OF AGREEMENT

An Agreement shall be negotiated and executed following approval by the Board of Directors (BOD) or its designee, unless otherwise stipulated in the Notice of Award Letter, which is distributed by MPA's Procurement Administrator; and is contingent upon the completion and submittal of all required RFP documents. The initial Term of Agreement shall be for a period of two (2) years. At the end of the initial Term, MPA and representatives of the Public Health Trust shall review and have the option to renegotiate, extend the terms of the Agreement for one (1) additional one (1) year period, or terminate the Agreement.

2.5 AWARD AND AGREEMENT

Agreement will be awarded to the Successful Proposer by the MPA CEO and/or the BOD based upon the qualification requirements stated herein. MPA reserves the right to execute or not execute, as applicable, an Agreement with the Successful Proposer, if determined to be in MPA's best interest.

If MPA and the Successful Proposer cannot negotiate a mutually acceptable Agreement, MPA may terminate the negotiations and begin negotiations with the second-ranked Proposer. This process may continue until an Agreement has been executed or all submissions have been rejected. No Proposer shall have any rights to the project or Services, or against the MPA arising from such negotiations, or failure thereof. The Agreement will be furnished by the MPA and shall contain certain terms as are in the MPA's best interest.

2.6 COMMENCEMENT OF SERVICES

An accurate and timely project completion schedule for the Services described in Section 4.0 shall be provided and adhere to. MPA reserves the right to impose liquidated damages upon the Proposer for the untimely completion of the project or Services. Contractor shall begin Services as described in Section 4.0 within ninety (90) days of the execution date of the Contract, which must be signed by all relevant parties.

2.7 CONTACT

Proposer shall include the name, and office mobile/and or pager number of the Proposer's intended contact person. In the event that an Agreement is awarded, the contact person shall be available at one of these contact numbers on a daily basis during at least regular business hours, Monday through Friday.

2.8 COMPLIANCE WITH REGULATIONS

Precautions shall be exercised at all times for the protection of persons and property. Contractor performing Services under the Agreement shall conform to all relevant OSHA, State, and County regulations during the course of such effort. Any fines levied by the above-mentioned authorities for failure to comply with these requirements shall be borne solely by the successful Proposer. Barricades shall be provided by the successful Proposer when work is performed in areas traversed by persons, or when deemed necessary by the CEO or his designee.

2.9 IDENTIFICATION

All personnel performing Services under this contract must comply with Jackson Health System's stipulated process for contractors to apply and obtain a Jackson Identification badge. All personnel shall wear a uniform shirt (or t-shirt) clearly displaying the awarded Proposer's company name/logo.

2.10 FINANCIAL STATEMENT

Submit a copy of the most recent independently audited (or unaudited if audited not available) **Financial Statements for the calendar years 2019, 2020, and 2021, together with a statement in writing, signed by a duly authorized representative**, stating that the present financial condition is materially the same as that shown on the balance sheet and income statement submitted, or with an explanation for a material change in the financial condition. **Copies of the business income tax returns for calendar years 2019, 2020 and 2021 will be accepted if financial statements are unavailable.**

2.11 *Intentionally Omitted*

2.12 DEVIATIONS

Deviations from the described Specifications or Scope of Work in this RFP are not accepted, unless otherwise stated. Oral discussions, questions, etc. that may arise before, during or after the site visit/pre-bid meeting, do not change the SOW or this RFP. Any changes or corrections must be made by written Addendum and publicly available. In the case of apparent or evident conflict between the base RFP and any Addenda issued, the last Addendum document issued shall prevail.

2.13 PERMITS AND OCCUPATIONAL LICENSE

Without additional cost to the MPA, the Contractor must have or timely obtain all permits, licenses, and appointments required to perform Services. All Proposers with a business location in the City, who submits a Proposal under this RFP, must meet the City's Occupational License Tax (Business Tax) requirements in accordance with Chapter 31, Article I of the City of Miami Code. Proposer with a business location outside the City must meet their local Occupational License Tax requirements. A copy of this license/BTR must be included in the Proposal.

2.14 UNAPPROPRIATED FUNDING

In the event of insufficient funds or no Appropriation of funding during a Fiscal Year, the MPA has the unilateral right to terminate the Contract by convenience by written notice to the Contractor, without any penalty or expense to the MPA. No guarantee, warranty or representation is implied or expressed indicating that an Award will be made to any firm(s). The MPA's obligation for Contractual performance during a Fiscal Year is contingent upon the availability of appropriated funds from which payment for Contract purposes can be made. No legal liability on the part of the MPA for any payment may arise for performance under the Agreement beyond Fiscal Year End of the current calendar year, until funds are made available for performance and until the Contractor receives notice of availability, to be confirmed in writing by the MPA.

2.15 *Intentionally Omitted*

2.16 PROTESTS

All protests are to be resolved in accordance with the City of Miami Procurement Code.

2.17 UNAUTHORIZED WORK

The Contractor, nor any of his/her employees, shall perform any work unless authorized in writing by the MPA. Unauthorized work may not be paid for. Only the MPA CEO or his designee are authorized to change, by written Amendment, any of the terms and conditions of the Contract.

2.18 ADDITIONAL SERVICES, FACILITIES, OR ZONES

Although this RFP identifies locations where Services are to be rendered, it is hereby agreed and understood that the MPA at its sole discretion, may add additional MPA facilities to be serviced after the commencement of an Agreement. If the MPA determines that the price submitted for additional Services or facilities by the awarded Contractor is not competitive, price quotes shall be obtained from the next highest ranked, responsive, responsible bidder.

2.19 CLEAN-UP

All materials and debris shall be removed from the premises at the end of each workday and disposed of in an appropriate manner. Upon final completion, the Contractor shall thoroughly clean up all work areas utilized during the Services in a manner approved by the Contract Administrator.

Contractor(s) will be required to dismantle and remove structures, kiosks, equipment, and materials immediately after a Hurricane Warning is announced in Miami-Dade County.

2.20 INSPECTIONS

Contractor is responsible for the supervision of their employees and for establishing a quality control program that will ensure Services are completed according to the specifications specified herein. Any delays or rejected Services resulting from the Contractor's incomplete or unsatisfactory performance will be the sole responsibility of the Contractor. The MPA shall perform inspections to ensure that the work has been completed conforming to the requirements specified herein.

3.0 RFP TIMETABLE AND EVALUATION/SELECTION PROCESS

| | |
|-----------------------------------|-------------------------------------|
| RFP Available to Public | JULY 18, 2022 |
| Deadline for Receipt of Questions | JULY 25, 2022 by 4:00 pm |
| Proposal Submission Deadline | AUGUST 12, 2022, by 10:00 am |

3.1 THE PROCEDURE FOR RESPONSE EVALUATION AND SELECTION IS AS FOLLOWS:

1. Request for Proposals issued.
2. Receipt of responses.
3. Opening and listing of all responses received.
4. An Evaluation Committee ("Committee"), appointed by the Chief Executive Officer, may be appointed to evaluate each Proposal that has satisfied the minimum requirements in accordance with this RFP. The Evaluation Committee may choose to invite Proposers to make a presentation and respond to questions from the Committee as part of the evaluation process. This presentation notice of assigned presentation times will be communicated in advance to the Proposer but may be given short notice of appearance. The Proposer's presentation may clarify and summarize the content of its Proposal but may not modify the prior written submission. Any communication between the Committee members and the Proposer made during the course of the presentation, are intended primarily for the purposes of providing clarification of the content of the Proposal and are not to be construed as a "negotiation" of terms by either party.
5. The Evaluation Committee shall forward its recommendation to the Chief Executive Officer who will make a recommendation to the Board, if required to do so by the City of Miami Procurement Code.

SECTION 4.0 SCOPE OF SERVICES

4.1 DEFINITIONS The following words and expressions used in this Solicitation shall be construed as follows, except when it is clear from the context that another meaning is intended:

Agreement or Contract – a fully executed agreement entered into by the Miami Parking Authority and the selected Proposer which establishes the terms, specifications, and conditions which govern the Valet Parking Services at the Public Health Trust a/k/a Jackson Health System (“PHT”), and which specifies the respective obligations and responsibilities of the parties to the Agreement to accomplish the Scope of Services.

Contractor – the person, firm, or corporation selected to provide the services described in this RFP who has executed an Agreement with MPA and who will be responsible for the acceptable performance of any Scope of Work and/or Services.

Operator - the person, firm, or corporation selected to provide the services described in this RFP who has executed an Agreement with MPA and who will be responsible for the acceptable performance of any Scope of Work and/or Services.

Patrons/Customers- the persons utilizing the Services identified in the RFP.

Services or Valet Parking Services – as outlined below in Scope of Services, Section 4.4

Site - The initial two (2) valet ramp locations, delineated in the attached “Exhibit A” to this RFP, are for exclusive use of valet services at the PUBLIC HEALTH TRUST a/k/a JACKSON HEALTH SYSTEM, and are located at:

- 1. Jackson Memorial Medical Campus / Diagnostic Treatment Center, 1080 NW 19 Street, Miami, FL;**
- 2. Jackson Memorial Medical Campus / Christine E Lynn Rehabilitation Center, 1611 NW 12 Avenue, Miami, FL;**

NOTE: MPA and the Public Health Trust a/k/a Jackson Health System may identify additional locations in the future for Contractor to provide Services.

4.2 INTRODUCTION - The Miami Parking Authority (MPA), also known as the Department of Off-Street Parking, manages and develops on and off-street parking in the City of Miami, as well as in partnership with Miami-Dade County for several facilities, and also provides parking management services for the Public Health Trust for parking spaces on the Jackson Health System medical campuses. As such, MPA operates parking garages and lots at various locations throughout the City and the County providing safe and affordable parking to customers.

MPA is seeking proposals from experienced and capable parties to provide Valet Parking Services at the Public Health Trust a/k/a Jackson Health System’s Diagnostic Treatment Center, and the Christine E Lynn Rehabilitation Center. Additional locations may be added to the Scope of Services if and as necessary.

The selected Operator shall manage the valet services, collect, and retain all revenues, pay all its operating expenses, including all applicable taxes, assessments, impositions, and surcharges. Operator shall pay MPA an Annual Fee for the use of the parking spaces at each Site.

4.3 SITE DESCRIPTION - Proposers must provide specifications for use and operation of the two (2) valet ramp locations defined in this RFP and delineated in Exhibit A hereto, which are for exclusive use of valet services at the Public Health Trust a/k/a Jackson Health System.

4.4 SCOPE OF SERVICES – the Contractor shall:

1. Provide at its own expense, any signage, supplies and equipment necessary to operate the Services;
2. Maintain any and all structures, facilities, improvements, and equipment on the Sites in good operating order and repair at the Contractor’s sole cost and expense, during the entire term of the Agreement;
3. Agree at its own cost and expense, to maintain and operate the Services in a clean, safe, wholesome, and sanitary condition free of trash, garbage, or obstructions of any kind and in compliance with any and all present and future

- laws, rules, or regulations of any governmental authority now or in the future having jurisdiction over the Services. Contractor shall remedy without delay any defective, dangerous, or unsanitary conditions.
4. Charge rates to the Patrons/Customers which must first be approved by Public Health Trust a/k/a Jackson Health System.
 5. Contractor shall accept the following methods of payment:
 - a) Cash
 - b) Credit/Debit Card
 - c) Near Field Communication Payment Technology
 - d) Validation Program should be offered
 6. Contractor shall implement technology such as ticketless valet technology and a "text for car" system so that customers may make payments via link upon arrival.

Note: No service or convenience fees can be added to the flat rate price when paying by cash, credit card or any other form of payment.

7. Contractor shall be aware that:
 - a) Any vehicle parked in spaces reserved for valet will be towed at the owner's expense.
 - b) Valet personnel shall report to MPA the make, model, color, and tag number of the illegally parked vehicle.
 - c) Customer is responsible to pay the towing company approved by Public Health Trust a/k/a Jackson Health System for retrieval of their vehicle.
 - d) An attendant must be present at valet stand during hours of operations.
 - e) At no time shall the valet ramp be left unattended for over five (5) minutes at a time.
8. Contractor's After-Hours Vehicle Procedures:
 - a) Vehicles are prohibited from being left on the ramp. Therefore, Contractor shall adhere to the following operation plan for after-hours vehicle retrieval:
 - i) Any keys left overnight must be turned in to Parking Services (MPA) along with end of day reporting.
 - ii) Customers who want to retrieve vehicles after hours must pick up keys at Parking Services (MPA) office located at Park Plaza West Suite G207.
 - iii) Parking Services will collect the appropriate fee (Cash Only) and place in an envelope along with ticket.
 - iv) Before commencement of next business day, valet attendant must check with Parking Services for keys that were not retrieved overnight and any collected fees.
9. Contractor shall incur all operational costs for signage, equipment, and uniforms, including, but not limited to:
 - a) Uniforms
 - b) Stands
 - c) Approved signage
 - d) Key boxes
 - e) Umbrellas
 - f) All costs associated with claims
 - g) All costs associated with equipment
10. MPA and PHT shall approve all signage, and equipment items listed in the foregoing Section 4.4.10 prior to the installation and purchase of these items. MPA and PHT shall approve the uniforms (including name tag) of the Contractor and associated staff. The uniform policy and code shall be adhered to throughout the entire shift. This includes valet ramps, drivers, and employees at the storage location.
11. AUDITING – Contractor shall provide all reports and tickets to MPA for periodic auditing, as requested. Upon reviewal, MPA shall return the reports and tickets back to the valet company.

12. VALET AUDITING EQUIPMENT - Contractor shall use an automated device to run the daily valet operation. The device shall be handheld with capabilities to accept and process credit cards in real time. When dispensed, the receipt shall have the following information visible:
- a) Transaction Number
 - b) Rate
 - c) Time
 - d) Date
 - e) Facility Name
 - f) Tax
 - g) Equipment shall have the ability to read barcode tickets and calculate fees at the valet computer kiosk, and the handheld device.
 - h) Device shall be able to input data about the vehicle such as damage, color, make, and model.
 - i) Device must allow a customer to use a Valet APP that allows the said customer to call for their car ahead of time.
 - j) Device shall withstand harsh weather, have the capability to communicate to the head end, and be compatible with a printer.
 - k) Equipment shall be able to interface with a management computer, server, or cloud base program.
 - l) The backend must be able to run reports including but not limited to revenue, occupancy, length of stay and other audit reports.

HOURS OF OPERATIONS shall be:

Jackson Memorial Medical Campus/Diagnostic Treatment Center
Monday thru Friday from 6:00am-8:00pm

Jackson Memorial Medical Campus/Christine E. Lynn Rehabilitation Center
Monday thru Friday from 7:00am-7:00pm

The valet parking services will be closed on all holidays observed by PHT:

4.5 VEHICLE STORAGE All vehicle storage spaces are provided by PHT. The Diagnostic Treatment Center has a total of 37 spaces and the Christine E. Lynn Rehabilitation Center will have ten (10) spaces available.

4.6 STAFFING LEVELS

- 1. At no point shall any valet ramp be unattended for over five (5) minutes at a time.
- 2. A minimum of one valet attendant/runner must be assigned and posted at each valet location during hours of operations.

5.0 **MINIMUM REQUIREMENTS**

Each Proposer interested in responding to this Request for Proposals must provide the information on the Proposer's qualifications and experience, qualifications of the project team, Project Manager's experience, and previous similar projects.

Proposers must submit proposals for both locations. Additional facilities may be added by mutual amendment to any resulting Agreement between the MPA and Contractor as the need arises. **Since the property is not owned by the MPA, consent of the property owner, PUBLIC HEALTH TRUST a/k/a JACKSON HEALTH SYSTEM, is required prior to the execution of the Agreement.**

Proposals must include the following information and documentation in order to be deemed responsive:

- 1) The Proposed Company must be an established valet services operator, with demonstrated experience for a minimum of three (3) years within the past five (5) years. Articles of Incorporation must be produced with response to RFP;
- 2) Provide City or County business tax receipts and/or Occupational License;
- 3) Demonstrate financial soundness and capacity by submitting copies of the most recent independently audited (or unaudited if audited not available) Financial Statements for the calendar years 2019, 2020 and 2021, together with a statement in writing, signed by a duly authorized representative, stating that the present financial condition is materially the same as that shown on the balance sheet and income statement submitted, or with an explanation for a material change in the financial condition. Copies of the past three (3) business income tax returns (for calendar years 2019, 2020 and 2021) will be accepted if financial statements are unavailable.
- 4) Proposer must submit with Proposal, recent **reference letters from three (3) business clients**, attesting the Proposer successfully provided Valet Parking Services within the past five (5) years. Reference letters must be on the company's letterhead, must be dated, include the customer's full name, title, email address, phone number, dates of service, and point of contact. Additionally, Proposers must complete **FORM 14.0 REFERENCES**.
- 5) Proposer must submit all the following required Forms included in this RFP:

| | |
|-----------|--|
| Form 7.0 | PRICE AND FEE SCHEDULE |
| Form 8.0 | RFP INFORMATION FORM |
| Form 9.0, | either: |
| | -A CERTIFICATE OF AUTHORITY FOR INDIVIDUAL, or |
| | -B CERTIFICATE OF AUTHORITY FOR CORPORATION OR PARTNERSHIP |
| Form 10.0 | PROPOSER'S QUALIFICATION STATEMENT |
| Form 11.0 | DEBARMENT AND SUSPENSION |
| Form 12.0 | CERTIFICATES OF NON-COLLUSION AND NO CONFLICTS OF INTEREST |
| Form 13.0 | INDEMNIFICATION AND INSURANCE |
| Form 14.0 | REFERENCES |
| Form 15.0 | ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM(S) |
- 6) Proposer shall have no record of judgements, bankruptcy, pending lawsuits against the MPA or City, or pending civil or criminal actions involving moral turpitude such as theft, fraud, embezzlement, conversion, civil theft or the like or have been placed on debarred vendors list under Section 287.133, Florida Statutes (as amended) or been otherwise debarred or suspended by any public agency and have not filed for bankruptcy within the last five (5) years. In addition, Proposer must provide information concerning any prior or pending litigation, either civil or criminal, involving a governmental agency or which may affect the performance of the Services to be rendered herein, in which the Proposer, any of its employees or subcontractors is or has been involved within the last three (3) years. Neither Proposer nor any principal, officer, owner, or stockholder of Proposer shall be in arrears or in default of any debt or contract involving the City, (as a party to a contract, or otherwise); nor have failed to perform faithfully on any previous contract with the City (**see corresponding certifications, Forms 11 and 12**).

Submittals that do not respond completely to all minimum requirements will be considered non-responsive and eliminated from the evaluation process.

5.7 PROPOSAL FORMAT

IT IS THE RESPONSIBILITY OF THE PROPOSER TO ENSURE THAT THE PROPOSAL BEING SUBMITTED IS TIMELY, COMPLETE, INCLUSIVE OF ADDRESSING ALL OF THE REQUIREMENTS AND EVALUATION CRITERIA HEREIN. PLEASE READ THE ENTIRE SOLICITATION BEFORE SUBMITTING A PROPOSAL.

5.8 INSTRUCTIONS TO PROPOSERS:

Proposers should carefully follow the format and instructions outlined throughout this section, observing format requirements where indicated. All materials are to be submitted on 8 1/2" X 11" papers, one (1) original **unbound** proposal, and three (3) bound copies of the completed and executed submission with the Company Name, Solicitation No., & Title, must be delivered to the administrative office of the MPA, 40 Northwest Third Street, Suite #1103, Miami, Florida 33128.

Please be concise in all responses. If any category is not applicable, so expressly state. Proposals which do not include the required documents may be deemed NON-RESPONSIVE and may not be considered for evaluation.

5.9 PROPOSAL FORMAT

1. Cover Page

The Cover Page Form shall be submitted as part of the Solicitation. and shall include the company name, identify the person authorized by law to render the Services (as registered with the State of Florida Division of Corporations) and title. In addition, the Proposer shall include the mailing address, telephone number, and e-mail address. The Proposer shall designate one duly authorized representative to receive all notices and be contacted by MPA, as may be needed, in reference to this Solicitation.

2. Table of Contents

The Table of Contents should outline in sequential order the major areas of the submittal, including enclosures. **All pages must be consecutively numbered** and correspond to the Table of Contents.

3. Business Structure

Corporations, Joint Ventures, or Partnerships - Submit copy of State of Florida Department of State records indicating when corporation organized, corporation number, and date and status of most recent annual report. Provide copies of current City / County / State Occupational License(s) where applicable. Proposers submitting applications as joint ventures shall submit a copy of their joint venture agreement. Failure to submit a Proposal as joint venture may cause it to be deemed non-responsive. Give the location of the office which will handle the City's account and the number of professional staff personnel at the office.

4. Minimum Requirements of the Proposer

Indicate the Proposer's experience in providing the proposed Services. Licenses and any other pertinent information should be submitted and should meet the minimum requirements in accordance with Section 5.0. Failure to comply with the Minimum Requirements shall be grounds for the MPA to disqualify Proposer as non-responsive.

5. Proposer's Experience and Past Performance

- a) Provide a **legible** copy of Proposer's current relevant license(s).
- b) State the years the Proposer has been providing Valet Parking Services. Describe the Proposer's qualifications, addressing Proposer's ability to manage and provide the Services requested in this RFP.
- c) Describe the Proposer's general history and experience providing Valet Parking Services.

6. Proposers Information

- a) State Proposer's policy and procedures utilized for recruiting personnel, including conducting background investigations, verification of criminal and civil background checks, etc.
- b) Provide information concerning any prior litigation, either civil or criminal involving a governmental agency, or which may affect the performance of the Services to be rendered herein, in which the Proposer or any of the Proposer's employees is or have been involved within the last five years.
- c) Proposer shall provide a statement that the Proposer is not in arrears of any payments owed to the City of Miami and is in fact current by the due date of Proposals. It shall be noted that those firms not fully current in monies owed to the City of Miami may be found non-responsive and may not be considered.

7. Key Employees' Experience

- a) Provide an organizational chart showing all individuals, including their titles, to be assigned to this project.
- b) Identify the staff person who will service as the key contact or liaison to the MPA on the Agreement. Enclose resume, job description, and a description of relevant experience for the key contact person.
- c) Identify the person in charge (Project Manager) at each facility/location that the Proposer intends to use to provide the Services for this RFP. Enclose resume, job description, and a description of relevant experience for the Project Manager.

8. Operational Plan Provide Proposer's approach to providing the Services. Description should include:

- a) Responsibilities of management and staff that will perform the work;
- b) Policies and procedures that will be utilized to ensure safety and prompt service;
- c) Plan detailing how Proposer will provide services;
- d) Standards for providing excellent customer service;
- e) Overall approach in meeting the objectives described in the Scope of Services;
- f)

9. Additional Information Provide any additional information regarding the firms' capability to similar projects.

6.0 **EVALUATION CRITERIA**

The Evaluation Committee will review Proposals, which have complied with the Minimum Requirements, to determine compliance with the terms of the RFP and rank each Proposal applying the criteria as indicated stated below. The MPA may reject as unacceptable any Proposals that do not conform to the Solicitation requirements. The MPA will Award a Contract resulting from this RFP to a Responsive and Responsible Proposer that meets or exceeds the qualification requirements and is within Competitive Range. The evaluation process allows a total of 100 possible points by assessing the following:

- ***Experience – (50 Points)***. The Evaluation Committee will review the relevant qualifications, and past performance with projects similar in nature, experience of key personnel that will be assigned to this project, along with all pertinent information included in the Proposal. Hospital valet experience is preferred and will be scored accordingly. The MPA reserves the right to do unannounced visits to any Proposer's office/facilities/grounds if there is a need.
- ***Operational Plan - (30 Points)***. Proposer's approach to the operation and management of proposed Services.
- ***Technology - (20 Points)***. Proposer's approach and commitment to implementing ticketless valet technology and a "text for car" system so that customers may make payments via link upon arrival.

After reviewing results from the Evaluation Committee, and accounting for the best interests of the MPA, the MPA CEO shall make an Award recommendation to the BOD. The BOD shall approve or disapprove any Award recommendation. Approval of the Award recommendation by the BOD shall be a precondition to entering into a Contract when such approval is required by the City of Miami Procurement Code.

FORM 7.0 PRICE AND FEE SCHEDULE

7.1 PRICE/RATE PROPOSAL - Operator may charge a maximum of the fees listed below, which are all-inclusive hourly and daily rates to valet park vehicles. No rates may be changed without the express, written permission of MPA and PUBLIC HEALTH TRUST a/k/a JACKSON HEALTH SYSTEM. **The current/maximum rates are:**

PUBLIC HEALTH TRUST a/k/a JACKSON HEALTH SYSTEM Locations

| | |
|--------------------------|----------------|
| 0 - 2 Hours..... | \$5.00 |
| 2 - 4 Hours..... | \$8.00 |
| 4 - 8 Hours..... | \$12.00 |
| 8 - 24 Hours..... | \$20.00 |

Prospective Operators may propose lower fees, however, are not required to do so. Note that valet rates must include any credit card, service, or convenience fees. The price is all inclusive and per hour. Patrons/customers may not be charged any additional fees.

I hereby certify that I am authorized to act on behalf of the Proposer, Individual Partnership, Corporation or Association making this Proposal and that all statements made in this document are true and correct to the best of my knowledge. I agree to hold this offer open for a period of ninety (90) days from the deadline for receipt of Proposals; or if I am selected as the Top-Ranked Offeror, for such further period as is necessary for obtaining Contract signature and approval.

I understand and agree to be bound by the Conditions contained in the Request for Proposal and shall conform to all requirements of the Request for Proposal.

Company Name

Authorized Representative

Title: _____

Signature

Date: _____

FORM 8.0 RFP INFORMATION FORM

RFP 22-10 VALET PARKING SERVICES AT PUBLIC HEALTH TRUST A/K/A JACKSON HEALTH SYSTEM

I certify that any and all information contained in this RFP is true; and I further certify that this RFP is made without prior understanding, agreement, or connections with any corporation, firm or person submitting an RFP for the same materials, supplies, equipment, or Services and is in all respects fair and without Collusion or fraud.

I certify that there are no records of judgments, bankruptcy, pending lawsuits against the City, or pending civil or criminal actions involving moral turpitude such as theft, fraud, embezzlement, conversion, civil theft or the like or that our company has been placed on the debarred vendors list under Section 287.133, Florida Statutes (2018) or been otherwise debarred or suspended by any public agency and that we have not filed for bankruptcy within the last five (5) years. I also certify that there are no conflicts of interests that have not been waived.

I certify that neither Proposer nor any principal, officer, owner, or stockholder are in arrears or in default of any debt or contract involving the City, (as a party to a contract, or otherwise); nor have we failed to perform faithfully on any previous contract with the City.

I agree to abide by all terms and conditions of the RFP and certify that I am authorized to sign for the Proposer firm.

I acknowledge that Miami Parking Authority shall have the sole right to reject any or all Submittals submitted in response to this RFP; to cancel this solicitation; to request supplemental information pertaining to submitted Submittals; and to Award an agreement to any party (or to Award no agreement at all) solely in its best interest in its sole discretion.

Company Name: _____

Principal Business Address: _____

Office Phone Number: _____ Fax: _____

Authorized Signature: _____

Print Name: _____ Title: _____

E-mail address: _____@_____

Mobile Phone Number: _____

Date: _____

FORM 10.0 PROPOSER'S QUALIFICATION STATEMENT

RFP 22-10 VALET PARKING SERVICES AT PUBLIC HEALTH TRUST A/K/A JACKSON HEALTH SYSTEM

Do not leave any questions unanswered. When the question does not apply, write the word(s) "None", or "Not Applicable", as appropriate.

COMPANY NAME: _____

COMPANY OFFICERS:

President: _____

Vice President: _____

Secretary: _____

Treasurer: _____

COMPANY OWNERSHIP:

| | |
|-------|----------------------|
| _____ | _____ % of ownership |
| _____ | _____ % of ownership |
| _____ | _____ % of ownership |
| _____ | _____ % of ownership |

Company Name: _____ Signature: _____

Date: _____ Title: _____

FAILURE TO COMPLETE, SIGN, AND RETURN THIS FORM MAY DISQUALIFY YOUR RESPONSE

FORM 11.0 DEBARMENT AND SUSPENSION

RFP 22-10 VALET PARKING SERVICES AT PUBLIC HEALTH TRUST A/K/A JACKSON HEALTH SYSTEM

- (a) Authority and requirement to debar and suspend:
After reasonable notice to an actual or prospective Contractual party, and after reasonable opportunity to such party to be heard, the Chief Executive Officer, after consultation with the Chief Procurement Officer, and the City Attorney, shall have the authority to debar a Contractual party for the causes listed below from consideration for Award of MPA contracts. The debarment shall be for a period of not fewer than three (3) years. The Chief Executive Officer shall also have the authority to suspend a contractor from consideration for Award of MPA contracts if there is probable cause for debarment. Pending the debarment determination, the authority to debar and suspend contractors shall be exercised in accordance with regulations which shall be issued by the Chief Procurement Officer after approval by the Chief Executive Officer, the City Attorney, and the Board.
- (b) Causes for debarment or suspension include the following:
1. Conviction for commission of a criminal offense incident to obtaining or attempting to obtain a public or private agreement or subcontract, or incident to the performance of such agreement or subcontract;
 2. Conviction under state or federal statutes of embezzlement, theft, forgery, bribery, falsification, or destruction of records, receiving stolen property, or any other offense indicating a lack of business integrity or business honesty;
 3. Conviction under state or federal antitrust statutes arising out of the submission of bids or Responses;
 4. Violation of agreement provisions, which is regarded by the Chief Procurement Officer to be indicative of non-responsibility. Such violation may include failure without good cause to perform in accordance with the terms and conditions of an agreement or to perform within the time limits provided in a contract, provided that failure to perform caused by acts beyond the control of a party shall not be considered a basis for debarment or suspension;
 5. Debarment or suspension of the Contractual party by any federal, state, or other governmental entity;
 6. False certification pursuant to paragraph (c) below; or
 7. Any other cause judged by the Chief Executive Officer to be so serious and compelling as to affect the responsibility of the Contractual party performing MPA contracts.
- (c) Certification:
All contracts for goods and services, sales, and leases by the MPA shall contain a certification that neither the Contractual party nor any of its principal owners or personnel have been convicted of any of the violations set forth above or debarred or suspended as set forth in paragraph (b) (5).

The undersigned hereby certifies that neither the Contractual party nor any of its principal owners or personnel have been convicted of any of the violations set forth above or debarred or suspended as set forth in paragraph (b) (5).

Company Name: _____ Signature: _____

Date: _____ Title: _____

FAILURE TO COMPLETE, SIGN, AND RETURN THIS FORM MAY DISQUALIFY YOUR RESPONSE

FORM 12.0 CERTIFICATIONS OF NON-COLLUSION AND NO CONFLICT OF INTEREST

RFP 22-10 VALET PARKING SERVICES AT PUBLIC HEALTH TRUST A/K/A JACKSON HEALTH SYSTEM

CERTIFICATION OF NON-COLLUSION

Please sign and return a signed original and retain a copy of this form for your files. Prices quoted in your response to this solicitation should include all costs, including transportation to destination. The MPA reserves the right to accept or reject all or any part of this submission. Prices should be firm for a minimum of 180 days following the time set for closing of the submissions. In the event of error(s) in extension of totals, the unit prices shall govern in determining the quoted prices.

We (I) certify that we have read your solicitation, completed the necessary documents, and propose to furnish/deliver, FOB DESTINATION, when applicable, the items or services specified herein. The undersigned hereby certifies that neither the contractual party nor any of its principal owners or personnel have been convicted of any of the violations, debarred or suspended as set in section 18- 107 or Ordinance No. 12271. All exceptions to this submission have been documented in the section below.

EXCEPTIONS: _____

We (I) certify that any and all information contained in this submission is true and we (I) further certify that it is made without prior understanding, agreement or connection with any corporation, firm, or person submitting a proposal for the same materials, supplies, equipment, or services and is in all respects fair and without collusion or fraud. We (I) agree to abide by all terms and conditions of this solicitation and certify that I am authorized to sign this offer on behalf of the submitter. Please print the following and sign your name.

Company Name: _____ Signature: _____

Telephone No.: _____ Title: _____

Email Address: _____ Date: _____

CERTIFICATION OF NO CONFLICT OF INTEREST

The undersigned, as Proposer/Respondent, declares that the only persons interested in this RFP are named herein; that no other person has any interest in this RFP or in the Agreement to which this RFP pertains; that this response is made without connection or arrangement with any other person; and that this response is in every respect fair and made in good faith, without collusion or fraud. The Proposer/Respondent agrees if this response/submission is accepted, to execute an appropriate MPA document for the purpose of establishing a formal contractual relationship between the Proposer/Respondent and the MPA, for the performance of all requirements to which the Response/submission pertains. The full names and residences of persons and firms interested in the foregoing bid/proposal, as principals, are as follows:

| Name | Street Address | City | State | Zip |
|------|----------------|------|-------|-----|
| | | | | |
| | | | | |

The Proposer/Respondent further certifies that this response/submission complies with Chapter 2 of the Code, that, to the best of its knowledge and belief, no Commissioner, Mayor, or other officer or employee of the MPA has an interest directly or indirectly in the profits or emoluments of the Agreement, job, work, or service to which the response/submission pertains.

Company Name: _____ Signature: _____

Date: _____ Title: _____

FORM 13.0 INDEMNIFICATION AND INSURANCE

RFP 22-10 VALET PARKING SERVICES AT PUBLIC HEALTH TRUST A/K/A JACKSON HEALTH SYSTEM

INDEMNIFICATION

The selected Proposer shall bear the risk of loss in connection with the provisions of RFP 21-08.

Successful Proposer shall indemnify, defend, save and hold harmless the MPA, the Public Health Trust a/k/a Jackson Health System, and their respective officials, employees and agents (collectively referred to as "Indemnitees") and each of them from and against all loss, cost, penalties, fines, damages, judgments or decrees, actions, debts, claims, expenses (including attorney's fees) or liabilities (collectively referred to as "Liabilities") by reason of any injury to or death of any person or damage to or destruction or loss of any property, Contractual or business relations, proprietary or business interests arising out of, resulting from, or in connection with (i) the performance or non-performance of the Services contemplated by the Agreement which is or is alleged to be directly or indirectly caused, in whole or in part, by any act, omission, default or negligence (whether active or passive) of Successful Proposer or its employees, agents, or subcontractors (collectively referred to as " Successful Proposer"), regardless of whether it is, or is alleged to be, caused in whole or part (whether joint, concurrent, or contributing) by any act, omission, default or negligence (whether active or passive) of the Indemnitees, or any of them; or (ii) the failure of the Successful Proposer to conform to statutes, ordinances, resolutions, rules, or other regulations or requirements of any governmental authority, local, federal or state, conditions or requirements; or currently prevailing standards of care, normal protocols, and best practices in connection with the performance of the Agreement ; or (iii) Successful Proposer further expressly agrees to indemnify and hold harmless the Indemnities, or any of them, from and against all liabilities which may be asserted by an employee or former employee of Proposer, or any of its subcontractors, as provided above, for which the Successful Proposer's liability to such employee or former employee would otherwise be limited to payments under State Workers' Compensation or similar laws; or (iv) a breach or a failure to comply with any terms and conditions of this Agreement, as amended, by the Successful Proposer, including actions or omissions of Successful Proposer's agents, representatives and assigns; or (v) any and all claims, and/or suits for labor and materials furnished by the Successful Proposer or utilized in the performance of the Agreement or otherwise. The foregoing indemnity shall also include liability imposed by any doctrine of strict liability; and the Successful Proposer shall hold harmless and indemnify the MPA, PUBLIC HEALTH TRUST a/k/a JACKSON HEALTH SYSTEM, and the Public Health Trust for any errors in the provision of Services and for any fines which may result from the fault of the Successful Proposer.

These indemnifications shall survive the term or cancellation of this Agreement. In the event that any action or proceeding is brought against the Miami Parking Authority, the Public Health Trust a/k/a Jackson Health System by reason of any such action, claim or demand, Successful Proposer shall, upon written notice from MPA, or the Public Health Trust, resist and defend such action or proceeding by counsel satisfactory to MPA and the Public Health Trust.

The Successful Proposer shall furnish to MPA c/o Procurement Department, 40 NW 3rd Street, Suite #1103 Miami, Florida 33128, Certificate(s) of Insurance prior to Agreement execution which indicate that insurance coverage has been obtained which meets the requirements as outlined below:

**INSURANCE REQUIREMENTS FOR A CERTIFICATE OF INSURANCE –
VALET PARKING SERVICES – PUBLIC HEALTH TRUST A/K/A JACKSON HEALTH SYSTEM**

- I. Commercial General Liability
- a. Limits of Liability
 - Bodily Injury and Property Damage Liability
 - Each Occurrence \$1,000,000
 - General Aggregate Limit \$2,000,000
 - Products/Completed Operations \$1,000,000

- Personal and Advertising Injury \$1,000,000
- Waiver of subrogation in favor of MPA and the Public Health Trust

- b. Endorsements Required
 - Miami Parking Authority & Public Health Trust listed as an additional insured
 - Premises and Operations Liability
 - Contingent and Contractual Liability
 - Underground Exposure Coverage if applicable
 - Primary Insurance Clause Endorsement

- II. Business Automobile Liability
 - a. Limits of Liability
 - Bodily Injury and Property Damage Liability
 - Combined Single Limit
 - Any Auto Including Hired, Borrowed or Non-Owned Autos
 - Any One Accident \$ 1,000,000

 - Crime Coverage for theft of customer property, minimum \$50,000

 - Waiver of subrogation in favor of MPA and the Public Health Trust

- b. Endorsements Required
 - Miami Parking Authority & Public Health Trust listed as an additional insured

- III. Worker's Compensation
 - Limits of Liability
 - Statutory-State of Florida
 - Waiver of subrogation in favor of MPA and the Public Health Trust

- IV. Employer's Liability
 - a. Limits of Liability
 - \$1,000,000 for bodily injury caused by an accident, each accident.
 - \$1,000,000 for bodily injury caused by disease, each employee
 - \$1,000,000 for bodily injury caused by disease, policy limit

- V. Umbrella Liability
 - a. Limits of Liability
 - Bodily Injury and Property Damage Liability
 - Each Occurrence \$1,000,000
 - Policy Aggregate \$1,000,000

- VI. Garage Keepers Legal Liability
 - MPA and Public Health Trust listed as additional insureds
 - Excess Liability over all applicable liability policies

The above policies shall provide the Miami Parking Authority and the Public Health Trust with written notice of cancellation or material change in accordance with policy provisions.

The Successful Proposer shall submit the required Certificate(s) of Insurance to Jackson Health System's Insurance Services for review to ensure all coverages have been included and identified, prior to execution of the resulting contract or agreement.

Companies authorized to do business in the State of Florida, with the following qualifications, shall issue all insurance policies required above:

The company must be rated no less than "A-" as to management, and no less than "Class V" as to Financial Strength, by the latest edition of Best's Insurance Guide, published by A.M. Best Company, Oldwick, New Jersey, or its equivalent. All policies and /or certificates of insurance are subject to review and verification by Risk Management prior to insurance approval.

Companies not meeting the above rating requirements shall submit proof of Reinsurance from qualifying insurers having or exceeding the required rating criteria.

Certificates of insurance will indicate no modification or change in insurance without (30) days in advance notice to the certificate holder.

The insurance coverage required shall include those classifications, as listed in standard liability insurance manuals, which most nearly reflect the operations of the Successful Proposer.

The MPA and the PHT are required to be named as additional insured. **BINDERS ARE UNACCEPTABLE.**

NOTE: MPA RFP NUMBER AND/OR TITLE OF RFP MUST APPEAR ON EACH CERTIFICATE.

Compliance with the foregoing requirements shall not relieve the Successful Proposer of his liability and obligation under this section or under any other section of this Agreement.

The Successful Proposer shall be responsible for assuring that the insurance certificates required in conjunction with this Section remain in force for the duration of the Contractual period; including any and all option terms that may be granted to the Successful Proposer.

If insurance certificates are scheduled to expire during the Contractual period, the Successful Proposer(s) shall be responsible for submitting new or renewed insurance certificates to the MPA at a minimum of ten (10) calendar days in advance of such expiration.

In the event that expired certificates are not replaced with new or renewed certificates which cover the Contractual period, the MPA shall:

- A) Suspend the Agreement until such time as the new or renewed certificates are received by the MPA in the manner prescribed in the RFP.
- B) The MPA may, at its sole discretion, terminate the Agreement for cause and seek re-procurement damages from the Successful Proposer in conjunction with the violation of the terms and conditions of the Contract.

The undersigned Proposer acknowledges that they have read the above information and agrees to comply with all the above MPA requirements.

Company Name: _____ Signature:

Date: _____ Title:

FAILURE TO COMPLETE, SIGN, AND RETURN THIS FORM MAY DISQUALIFY YOUR RESPONSE

FORM 14.0 REFERENCES

RFP 22-10 VALET PARKING SERVICES AT PUBLIC HEALTH TRUST A/K/A JACKSON HEALTH SYSTEM

In addition to providing reference letters from three (3) business clients attesting the Proposer successfully provided Valet Parking Services within the past five (5) years, these references shall be clearly identified below, including the client's company name, the title of who has signed the letter, the corresponding email address, phone number, dates of service, and point of contact in the company for verification purposes;

Reference (1)

| |
|--------------------------|
| Company: |
| Address: |
| Phone number: |
| Point of Contact: |
| Email Address: |
| Services Provided: |
| Dates Services Provided: |

Reference (2)

| |
|--------------------------|
| Company: |
| Address: |
| Phone number: |
| Point of Contact: |
| Email Address: |
| Services Provided: |
| Dates Services Provided: |

Reference (3)

| |
|--------------------------|
| Company: |
| Address: |
| Phone number: |
| Point of Contact: |
| Email Address: |
| Services Completed: |
| Dates Services Provided: |

FORM 15.0 ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM(S)

**RFP 22-10 VALET PARKING SERVICES AT PUBLIC HEALTH TRUST A/K/A JACKSON
HEALTH SYSTEM**

RESPONDENT/COMPANY NAME: _____

CONTACT PERSON: _____

ADDRESS: _____

TELEPHONE NUMBER(S): _____

E-MAIL: _____

LIST EACH ADDENDUM # RECEIVED: _____

SIGNATURE: _____

TITLE: _____

DATE: _____

EXHIBIT A

RFP 22-10 VALET PARKING SERVICES AT PUBLIC HEALTH TRUST A/K/A JACKSON HEALTH SYSTEM

**Site 1. Jackson Memorial Medical Campus/Diagnostic Treatment Center
1080 NW 19 Street
Miami, FL**



**Site 2. Jackson Memorial Medical Campus / Christine E. Lynn Rehabilitation Center
1611 NW 12 Avenue
Miami, FL**

