



NATIONAL MARITIME MUSEUM
OF THE
GULF OF MEXICO



Addendum 1

Request for Proposals (RFP) for Exhibit Design & Installation

Delta Mosaic. A Confluence of Life

Solicited by
The National Maritime Museum of the Gulf of Mexico

12/20/2024

The National Maritime Museum of the Gulf of Mexico (NMMOG), an operating component of the City of Mobile, Alabama (City), is requesting written proposals for the design and installation of a new immersive exhibit experience. Interested design teams are strongly encouraged to submit proposals for this fully-funded project in one of America's most dynamic experiential waterfront museums.

We are providing this Addendum 1 to respond to questions received regarding the original RFP.

The due date for written competitive proposals remains **January 17, 2025**, with full design by the selected team to be complete by April 2026 and a fully operational exhibit by April 2027.

The full contents of the original Request for Proposals (RFP), and any subsequent Addenda to this RFP may be found on the City Bid page at <https://www.cityofmobile.org/bids>.

A. **QUESTIONS AND ANSWERS:** The following questions were received and the City determined that an answer to all potential proposers was merited. Where proposers remain unclear or uncertain of the NMMOG/City requirements, proposers are to make an independent interpretation, and clarify their interpretation or assumption in the proposal. All timely submitted RFPs will be fully considered and scored.

1. Clarify the format for proposals.

Answer: We prefer your proposals to be send as an electronic file in PDF format however, hard copies are acceptable. For hard copies one signed original and three complete copies of the proposal should be sealed in one package and labeled NMMOG Delta Experience RFP. Standard 8.5 x 11 pages only. For electronic files

subject line should say "NMMOG Delta Project RFP Submission". We will only accept PDF format but sizes may vary within reason and taking file size into consideration.

All proposals should be addressed to Karen Poth. Karen.poth@cityofmobile.org , National Maritime Museum of the Gulf of Mexico, 155 South Water Street, Mobile, AL 36602.

All submissions should be received by 5 pm (CST), January 17, 2025

2. Are you working with an architect or Owner's Representative on the project?

Answer: The exhibit will be installed into an existing space in the museum. We do not believe there will be necessary structural changes therefore we do not anticipate needing to hire an architect or general contracting firm.

3. Section 2.0 of the RFP references a visitor experience with an RFID chip.

Answer: We are open to alternative visitor personalization/engagement solutions. We do not have a tech firm in mind for this function. Once a Creative/Design firm is secured, we will look to them to develop the best way to engage our audience and tell our story.

4. Are you evaluating proposals based on cost/fee, or are you looking for firms to propose a total breakdown of soft costs and hard costs that total your \$2M budget?

Answer: We are looking for a firm that will propose a breakdown that would total the \$2M budget. The reality is that we are looking for a firm who has the most creative/best way to tell the story we want to tell within a realistic \$2M budget.

5. Will the design firm be responsible for image licensing/acquisition?

Answer: There is a separate budget for this. Obviously, photo/image curation will be a hand in hand process with the design firm.

6. Renovation/build-out of the gallery space.

Answer: All build-out of the gallery space is included in the \$2M budget. Demolition will be handled by NMMOG.

7. What permits and licenses are required?

Answer: All firms will be required to obtain a city business license and register with the Alabama Secretary of State to do business with the state of Alabama.

Paperwork for both will be provided. The successful awardee will be responsible for identifying and obtaining any other licenses that may be required.

8. Will bonding be required?

Answer: At this point the City does not intend to require bonding, but retains the discretion to ask for performance and labor/materials bonding during contract development. No bid bond is required for submission of a proposal. Do not factor bond costs into your proposal cost estimate.

9. *Is the City of Mobile tax exempt and if so, will the bidders receive a copy of the tax-exempt certificate for filing?*

Answer: Yes, the City is exempt from Alabama state and local sales taxes. Municipal government entities are sales-tax-exempt by law and are not provided sale-tax-exemption certificates by the State. The contractor is responsible for compliance with tax reporting requirements, and may be required to complete form ST-EXC-01.

10. Request photos and floor plans for the gallery space:

Answer: A floor plan and photo is attached to this document (Exhibits A and B). The Yellow highlighted space indicates the gallery space. The hexagon space at the center of the space is the field lab that will be remaining. For more information on the field lab visit our website: <https://nmmog.org/e-o-wilsons-field-lab/> The touch table that is at the center of the current field lab will get new content that goes with the new exhibit.

11. Please clarify the level of conceptual development you are seeking in our proposal.

Answer: For the proposal we are looking for a very high-level interpretation and thoughts about the most effective and affordable way to use technologies and interactives to best tell the story. These descriptions can come in the form of very rough sketches, a few simple paragraphs or examples of other relevant work you have done.

12. The project budget is \$2M. Are all funds already secured or is additional fundraising required?

Answer: All funds are secured by a GOMESA Grant. No further fundraising is anticipated.

13. The RFP mentions an immersive environment. Based on your description, this seems to involve set and scenic elements. Do you anticipate the use of large-scale projections to enhance the immersive experience?

Answer: We are completely open to the great suggestions of the design firm. Large-scale projections, LED technology, sculpted trees and scenic elements... We have ruled nothing out. We would prefer not to rely completely on guests' personal devices for the experience.

14. Will NMMOG be providing a writer for the exhibit content or should bidders include writing in our scope?

Answer: Writing should be included in the proposal scope. NMMOG will be employing an advisory committee from conservation organizations, universities and research labs across the Gulf Coast Region. All research and content will be handed over to the design firm. The writer will be expected only to interpret the information into text that will work within the exhibit formats that are chosen.

15. Who at NMMOG will be the design firm's primary point of contact?

Answer: We will have an inhouse project manager.

16. NMMOG expects the exhibit to generate revenue through the production of a Delta-specific product line. Is it the responsibility of the design firm to propose or design?

Answer: No. The museum will design and source that product inhouse using artwork/design elements from the exhibit.

17. Is there a desire for the exhibit design to include live animals such as fish species one might find in the Delta region?

Answer: No. We will work with partner institutions such as the Dauphin Island Aquarium. We do not have the staff to care for live animals.

18. Does the \$2M include AV hardware, AV integration, architectural modification or acquisition of image usage rights in addition to design, fabrication and installation?

Answer: The \$2M does include AV hardware and AV integration. It does not include acquisition of image usage rights. We do not believe architectural modification will be necessary. If your proposal includes structural modifications, then this should be included.

19. What are the age groups for this exhibit?

Answer: We would like to speak to about a 7 – 9th grade level. Our field trip business focusses mainly between 5th and 9th grade. The rest of our attendance is adult guests with their smaller children.

20. Expected time for the entire experience?

Answer: 20 – 30 minutes.

21. How many guests are you hoping to accommodate at a given time?

Answer: 35 – 45. Regardless of school group size (30 -300) we break them up into tour groups of 35 – 45 during their stay here at the museum. We have 8 decks of exhibits here at the museum, this deck should not be required to accommodate more than 40 – 50 at any given time.

22. With this be a ticketed experience?

Answer: No

23. Will groups be able to immediately replay as another profession?

Answer: Yes

24. Is it ok to pitch ideas using guest cell phones?

Answer: While we will not rule it out completely, the goal of our museum is to get kid's away from their phones. Our museum sits on the banks of the Mobile River. There are large container ships and tugboats passing by our windows all day. The museum was created to be hands-on and experiential. We want this exhibit to be the same.

25. Given a slider of 1 for play and 10 for educate, where do we see this exhibit landing?

Answer: 5 – we want to educate but the exhibit must have that "wow" that makes people engage.

26. Given a slider of 1 for solo play and 10 for group play, where do we see this exhibit landing?

Answer: 7

27. Given a slider of 1 for stylized and 10 for photo realism, where do we see this exhibit landing?

Answer: 8 – We want people to feel like they have been to the Delta.

28. Ratio of digital verses physical?

Answer: We are completely open. There are so many ways to accomplish getting people excited about the Delta and turning them into stewards of this invaluable natural resource. What are your ideas?

29. What languages should the exhibit accommodate?

Answer: English and Spanish

30. In terms of networking and security, will there be any issue of using a CMS that is located online for easier accessibility?

Answer: All off-site CMS solutions will have to be approved by the City's IT department. We won't rule it out, but it will be more difficult to get it approved. Currently we have arrangement with NOAA and others for CMS solutions that are housed here on site but they have access for updates and maintenance. That would be our preferred situation.

31. Does the museum wish to collect guest emails for marketing or have an email takeaway of their experience?

Answer: Certainly – so long as it is natural and doesn't take away from the experience in any way.

32. Does the museum have any sort of character?

Answer: We do not.

33. Is there any preference given for minority or woman-owned businesses? For local, and or in state firms?

Answer: The selection for this RFP will be based on creativity, past work accomplishments and capabilities. However, as a city museum, there are stipulations for any hiring entity to make preferences for disadvantaged business enterprises when selecting subcontractors. Please highlight any significant

subcontractors that you intend to use. If they are a disadvantaged business enterprise, please indicate that as well.

34. Will the selected firm/team contract directly with NMMOG or with the City of Mobile?

Answer: The contract will be with the City of Mobile. The contract will be overseen by NMMOG.

35. Is the provided schedule fixed? Can you elaborate as to any kick-off or press release plans, or any other key milestones that would happen within the timeframe or immediately after opening?

Answer: The schedule is being driven by the requirements of the grant. All work should be completed by the scheduled opening date. While it is not impossible to ask for an extension, we would prefer to stick to the dates that have been given. No marketing plans have been established however we will most certainly have a press party and VIP opening event. We will also have marketing support from the City of Mobile, Visit Mobile Tourism agency, local universities and our Board of Directors.

36. Customary approval timeframes?

Answer: We have a small staff and advisory board of local experts and researchers. All creative approvals should be given within one week of submission.

37. Can you give an example of the research scenarios you envision guests undertaking?

Answer: Again, we are keenly interested in the creative firm's thoughts on the best way to use technology and hands on experiences to tell our story. To give a possible example that is NOT necessarily being requested: A guest could come upon a digital dig interactive. If you are an archeologist, the dig will reveal information about the Bottle Creek Indian Mounds or evidence of the last slave ship. The Botanist may discover a fossilized plant, The biologist may discover a species that no longer exists...

38. Is there a separate budget for any GC work, new flooring, or updated lighting?

Answer: Lighting and flooring that is integral to the storytelling (such as textural flooring or dramatic swampy lighting) should be considered part of the \$2M budget. If base flooring needs to be repaired prior to installation or wiring needs to be repaired or replaced, that will be covered from another museum budget.

39. Are there any very specific must-include historical, cultural, or scientific stories that should be woven into the narrative?

Answer: Yes – there are SO many it is hard to address this question at this time. As stated earlier, we are carefully forming an advisory committee made up of local university professors, researchers and conservationists. These people will narrow down the content and a specific framework will be given to the design firm for exhibit experience and text.

40. Since this program is funded by a grant from the Alabama Energy Security Act, should any of their key messages be emphasized throughout the exhibit?

Answer: The goal of the exhibit is two-fold – To create awareness of the Delta and its importance to the world and to instill a stewardship of the Delta's unparalleled natural resources. In addition to that, our museum is also keenly interested in informing students about the wide variety of careers that exist on our River Front on the water in general. This is an excellent opportunity to get kids interested in the water.

41. Are there existing technical systems that we need to integrate with?

Answer: The short answer is no. the museum is currently running on Crestron. But it has not been updated since the museum was built and we are keenly interested in securing a simpler system for all new experiences.

42. Do you already have interactive hardware you provide to guests such as tablets or tech handed out? Are you open to concepts around that?

Answer: No. We do not have any device assisted experiences in the museum to date. We would be open to it.

43. Are the museum staff comfortable maintaining advanced tech like AR/VR, projection mapping or RFID systems?

Answer: Yes

44. Does the museum have an in-house maintenance team or will they need support post-installation?

Answer: We have an in-house team that is very capable but will appreciate a good relationship with the design team for troubleshooting.

45. Are you expecting a creative design response to the RFP?

Answer: Yes – but very high-level interpretation. We’re interested in finding the partner who can best tell our story with the budget and space we have.

46. Is there a page limit for the response?

A: No

47. There could be an approach where the design firm completes the concept phase and provides planning materials and renders to be used for fundraising to increase the project budget, at which point design continues per the new project budget – would you be open to this approach?

Answer: No. We do not anticipate any further fundraising for this project.

48. Please tell us more about this expectation that you have noted for the exhibit “NMMOG expects the exhibit will develop curriculum about the Delta suitable for use in schools and other educational institutions.”

Answer: The development of this curriculum is NOT in the scope of this project. We simply will be looking at the content as it is developed with an eye to its adaptability for school curriculum.

49. Will all photos and artifacts be provided by NMMOG or will exhibit designer need to supplement this research?

Answer: NMMOG will assume all fees related to acquiring assets. The selection of such assets will be a joint effort between NMMOG and the design team as technologies and schematics are developed.

50. Do you have preference for the quantity or frequency of in-person meetings or reviews?

Answer: Between 3-5 in-person meetings throughout the entire project with weekly Zoom/Teams update meetings when necessary.

51. Please describe the NMMOG team members and stakeholders that will be working on the project.

Answer: The majority of communication between the design firm and NMMOG will be routed through the museum’s inhouse project manager. Additionally, the executive director, creative director and curator will be involved in the project.

52. Are there any museums/exhibits you've visited that particularly resonate with you/your vision for this project?

Answer: Particularly inspiring to us is the National WWII Museum in New Orleans.

53. Can a design-only firm submit for this opportunity, or does it require a builder as well?

Answer: We will ask that the design and build be included in one proposal. We are completely open to a partnership between a design-only firm and a build firm of the design firm's choice. We will award a single contract.

54. How much light control does the gallery have? Are there windows, and do they overlook the Mobile Tensaw Delta?

Answer: We have complete control over the lighting in the gallery. It is nearly completely enclosed with access to windows right outside the gallery. While the windows do not overlook the Delta, they do overlook the Mobile River. The Delta is about a mile away from the museum.

55. What is the ceiling height of the gallery?

Answer: The ceilings are exposed. The heights are as follows: The bottom of the ductwork is 11', up to the I-beams is 13' and to the ceiling is 15.5'. Please see attached image of the space.

56. Does the \$2M budget need to include non-exhibit elements such as base building requirements, power/data distribution, HVAC and lighting?

Answer: No – all base building requirements, power/data distribution and HVAC will be covered in another budget. Base lighting will be included. However, lighting that is specific to this exhibition should be covered in the budget.

57. What kind of contract would we be entering into with the Maritime Museum /City of Mobile?

Answer: See a sample contract attached (Exhibit C), subject to negotiated modifications, including potential bonding requirements.

58. Is this an existing or new structure?

Answer: Existing

59. Who is responsible for demolition of the exhibit space if this is an existing space?

Answer: NMMOG will be responsible.

60. Is there a preference for a local design consultant?

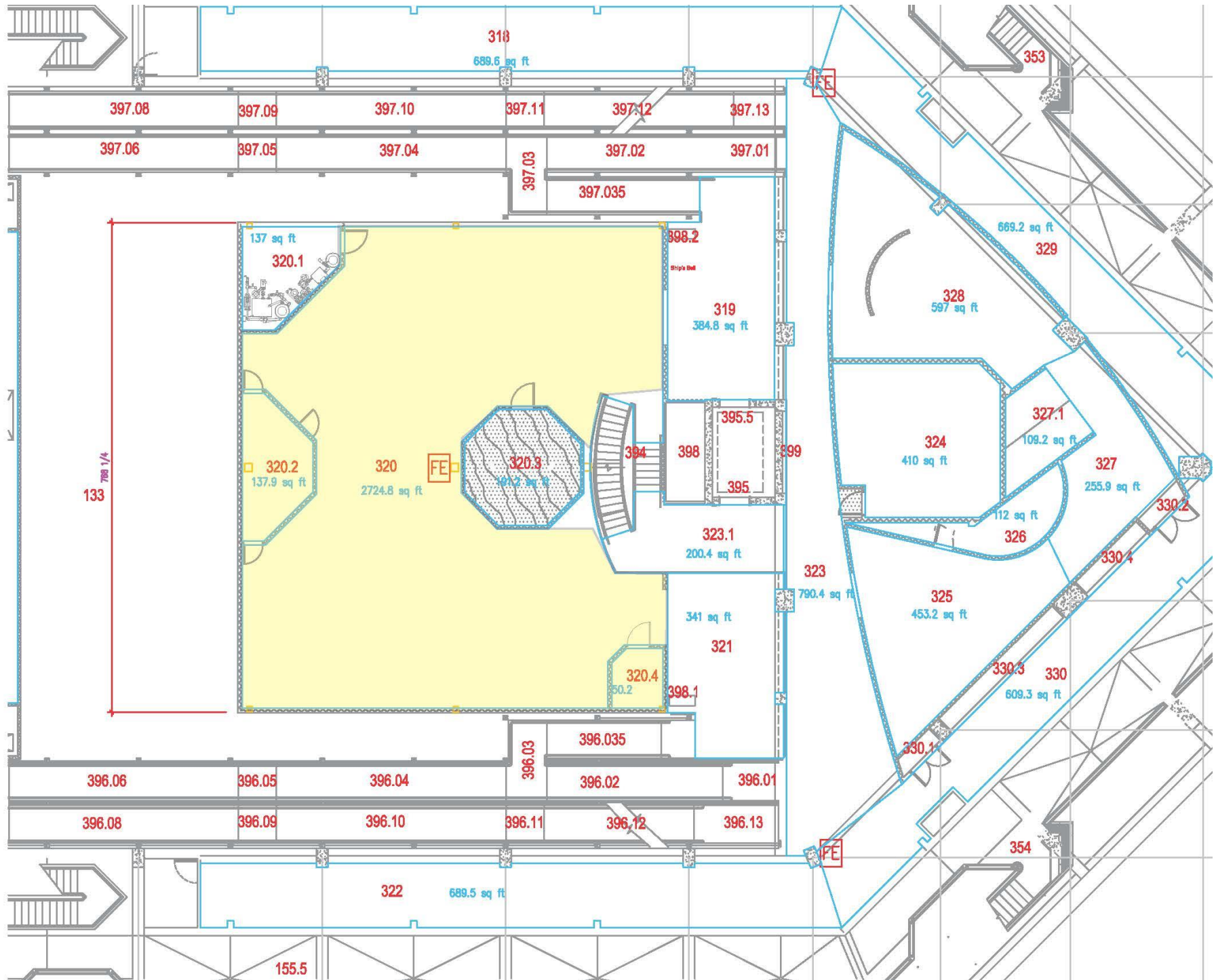
Answer: Our inhouse creative director and executive director will be serving in this capacity.

61. Is there an anticipated breakdown for the budget across design, AV work and fabrication?

Answer: That will be up to the design firm to determine. A ballpark could be 1/3 for design and the rest for AV work and fabrication.

B. **REFERENCE DOCUMENTS**. Please refer to referenced exhibits for additional information.

Exhibit A. Museum Diagram
B. Museum Photo
C Sample Contract







Professional Services Contract
City of Mobile

AGREEMENT

THIS AGREEMENT ("Agreement"), dated _____, 2025, ("Effective Date") is made by and between the City of Mobile, Alabama, (COM), a municipal corporation organized and existing under the laws of the State of Alabama ("City"), and _____ ("Service Provider").

WHEREAS, Service Provider is uniquely qualified and engaged in the business of museum exhibit design and installation.

WHEREAS, the City of Mobile desires to engage this Service Provider based upon the Service Providers' professional skill, competence, and personality especially suited to provide said services upon the following terms and conditions;

NOW, THEREFORE, in consideration of the foregoing and of the mutual promises, covenants and agreements herein contained, the parties hereto, intending to be legally bound, hereby agree as follows:

1. **SCOPE OF WORK:** The services to be performed by the Service Provider under this Agreement ("Services") for City of Mobile are as described in Service Provider's proposal dated _____, found as **Exhibit A** to this agreement. In the event of a conflict between the terms of this Agreement and the terms of **Exhibit A**, the terms of this Agreement shall control. The City's Project Manager for this agreement will be the Executive Director, National Maritime Museum of the Gulf of Mexico, or her designated representative. The Project Manager and Service Provider may adjust the Scope of Work upon mutual agreement as determined to efficiently accomplish the project.
2. **TERM:** The Services shall be commenced and performed upon execution of this Agreement and continue thereafter until completion of the tasks described in Exhibit A.
3. **COMPENSATION:** The total amount to be compensated to Service Provider under this agreement is not to exceed _____. The City hereby agrees to pay the Service Provider for work tasked and performed to the satisfaction of the City Project Manager according to the fee schedule attached in **Exhibit A**. The City will not be responsible for payment of any interest, late fees, collection fees, or attorney's fees.
4. **INVOICE:** The Service Provider shall submit documented invoices showing work performed at appropriate intervals of project completion in accordance with **Exhibit A** and upon mutual agreement of the parties.
5. **CONFIDENTIALITY:** Service Provider shall treat as confidential and proprietary all information and data delivered to it by City and its employees. All such information and data shall not be disclosed to any third party during or subsequent to the term of this Agreement.

Nothing contained herein shall preclude Service Provider from disclosing information or data where disclosure or submission is required by applicable statutes, ordinances, codes, regulations, consent decrees, orders, judgments, rules, and all other requirements of any and all governmental or judicial entities that have jurisdiction over the Services, but only after prior written notice has been given to City.

6. **RIGHTS IN DATA:** All right, title and interest in and to the work products provided by Service Provider to City shall be the property of City (“Work Product”). Methodologies, process know-how and other instruments of service used to prepare the Work Product shall remain the property of Service Provider. Any modification or reuse of the Work Product without written verification or adaptation by Service Provider for the specific purpose intended will be at City’s sole risk and without liability or legal exposure to Service Provider.

7. **INSURANCE REQUIREMENTS:** Service Provider shall maintain the following coverages while performing Services, subject to the terms and conditions of the policies:

| <u>TYPE</u> | <u>AMOUNT</u> |
|------------------------------|--------------------------|
| Workers Compensation | Statutory |
| Employers' Liability | \$1,000,000 policy limit |
| Commercial General Liability | \$1,000,000 |
| Automobile Liability | \$1,000,000 |
| Professional Liability | \$1,000,000 |

Service Provider will furnish City with certificates of insurance verifying the above referenced coverages and stating that the insurance carrier will provide City with thirty days prior written notice of insurance cancellation or reduction below the above listed requirements. A Waiver of Subrogation is required for Workers Compensation. Service Provider shall cause City to be listed as an additional insured on the Commercial General Liability and the Automobile Liability insurance. Evidence of such insurance may be found as **Exhibit B** to this agreement.

8. **INDEMNITY:** The Service Provider shall indemnify and hold harmless City and its officers, elected officials, agents, representatives, and employees for any and all claims, injuries, losses, diminution in value, damages, liabilities, whether or not currently due, and related expenses to the extent caused by any negligence, recklessness, intentional tort, intellectual property infringement, or failure to pay a subconsultant or supplier that is committed by Service Provider or the Service Provider’s agent, Service Provider under contract, or other entity for which Service Provider is legally liable. Service Provider shall defend the City, its officials, agents, representatives, and employees against any and all claims arising out of the rendering of or failure to render professional services by Service Provider or its agents covered by Service Provider’s policy of professional liability insurance in accord with named minimum requirements. The parties acknowledge and agree that this

contract requires Service Provider to procure and maintain professional liability insurance that satisfies the named requirements. Service Provider shall reimburse the City for its reasonable attorney fees, damages, losses, injuries, or other litigation costs in proportion to Service Provider's liability, or in proportion to the extent Service Provider participates in resolution of a claim also made against the City. The parties acknowledge and agree that nothing in the foregoing shall be construed to require Service Provider to indemnify, hold harmless or defend the City except as permissible under Acts of Alabama 2021-318, or subsequent codifications thereof.

Nothing contained in this Agreement shall be deemed to constitute, either as to Service Provider or as to third parties, a waiver of any statutory damages caps set forth in Sections 11-47-190 and 11-93-2, Code of Alabama (1975), as the same may be amended from time to time, and in any other statutes, case law or otherwise available to the City.

9. **ANTI-DISCRIMINATION:** Service Provider shall comply with all Federal, State and local laws concerning nondiscrimination, including but not limited to Sections 14-9 and 14-10, Mobile City Code, and by doing so agrees that it either will have, or will provide City with written proof demonstrating good faith efforts to procure, at least fifteen (15) percent participation by socially and economically disadvantaged individuals.

10. **ANTI-BOYCOTT:** By signing this Agreement, Service Provider represents and agrees that it is not currently engaged in, nor will it engage in, any boycott of person or entity based in or doing business with a jurisdiction with which the State of Alabama can enjoy open trade pursuant to Section 41-16-5, Code of Alabama 1975.

11. **VENUE/JURISDICTION:** The Parties agree that the jurisdiction and laws of the State of Alabama shall govern and be controlling and binding over the provisions of the rights herein granted, and that, notwithstanding any provision to the contrary, the venue of any legal action brought in connection herewith shall be the circuit court of Mobile County, Alabama.

12. **STANDARD OF PERFORMANCE.** Service Provider shall perform all professional services under this contract with the professional skill and care ordinarily provided by a competent museum exhibit design, creation, and installation professional practicing under the same or similar circumstances and professional licenses as expeditiously as is prudent considering the ordinary professional skill and care of a competent design professional.

13. **SEVERABILITY:** In the event any one or more of the provisions contained in this Agreement shall for any reason be held invalid, illegal, or unenforceable in any respect, the invalidity, illegality, or unenforceability shall not affect any other provision, and this Agreement shall be construed as if the invalid, illegal, or unenforceable provision had never been contained in it.

14. **IMMIGRATION COMPLIANCE:** By signing this Agreement, Service Provider affirms, for the duration of the Agreement, that it will not violate Federal or State immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the state of Alabama. Furthermore, if found to be in violation of

this provision, Service Provider shall be deemed in breach of the Agreement and shall be responsible for all damages resulting therefrom. Pursuant to Alabama Code (1975) Section 31-13-9, if Service Provider employs one or more employees within the State of Alabama, Service Provider shall provide documentation establishing that Service Provider is enrolled in the E-Verify program.

15. FORCE MAJEURE: The City or the Service Provider shall be excused from performance of any and all of its obligations hereinunder to the extent and for the time such performance is rendered impossible or impactable due to acts of God, labor unrest, war, riot, civic disturbance, contagious disease, or any other cause beyond the reasonable control of the City or Service Provider.

16. NO PARTNERSHIP CREATED: Nothing herein is intended or shall be construed in any way to create or establish the relationship of partners, agency relationship or a joint venture between the City and Service Provider.

17. NO THIRD-PARTY BENEFIT: Service Provider and the City enter this Agreement for their mutual benefit and not for the benefit of any third parties.

18. TERMINATION: Service Provider agrees that the City, at its sole discretion, may terminate and cancel this Agreement by giving notice to the Service Provider. Upon termination, the City, at its sole discretion, shall only pay for those services satisfactorily rendered. The City shall not be liable for payment to the Contractor for lost profit or damages as the result of its termination of the contract. Upon violation of any of the covenants and agreements herein contained the Service Provider may terminate the contract upon sixty (60) days written notice.

19. ENTIRE AGREEMENT: This Agreement contains the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior agreements and understandings with respect thereto. No other agreements, representations, warranties or other matters, whether oral or written, will be deemed to bind the parties hereto with respect to the subject matter hereof. This Agreement shall not be altered, modified or amended in whole or in part, except in a writing executed by each of the parties hereto.

20. NOTICE: Any communication given pursuant to this Agreement will be in writing to the parties as listed below:

City: City of Mobile
P.O Box 1827
Mobile, AL 36633

Service Provider:

IN WITNESS WHEREOF, this Agreement has been duly executed by the parties as of the above referenced date.

SERVICE PROVIDER,

BY: _____ Date: _____

Its _____ (Title)

ACKNOWLEDGEMENT

The State of _____ }

_____ County }

I, _____, a Notary Public, in and for said County in said State,

hereby certify that _____ whose name as _____ of _____, is signed to the foregoing conveyance and who is known to me, acknowledged before me on this day that, being informed of the contents of the conveyance, he, as such officer and with full authority, executed the same voluntarily for and as the act of said corporation.

Given under my hand this the _____ day of _____, 20__

(Seal)

Notary Public

CITY OF MOBILE, A Municipal Corporation

BY: _____ Date: _____

Mayor

ATTEST:

_____ Date: _____

City Clerk

Exhibit: A Service Provider Proposal dated _____
B Evidence of Insurance