

AGREEMENT

23-0042-ITB

Transportation Services for CVB

This Agreement (the "agreement" or "contract"), 23-0042-ITB Transportation Services for CVB, is entered into on the date last executed below ("Effective Date"), by and between Pinellas County, a subdivision of the State of Florida whose primary address is 315 Court Street, Clearwater, Florida 33756 ("COUNTY") and FIRST CLASS COACH COMPANY, INC. whose primary address is 4783 37th Street N. St. Petersburg, FL 33714 (hereinafter "CONTRACTOR") (jointly, the "Parties").

NOW THEREFORE, the Parties agree as follows:

A. Documents Comprising Agreement

1. This Agreement, including the Exhibits listed below, constitutes the entire agreement and understanding of the Parties with respect to the transactions and services contemplated hereby and supersedes all prior agreements, arrangements, and understandings relating to the subject matter of the Agreement. The documents listed below are hereby incorporated into and made a part of this Agreement:
 - a. This Agreement
 - b. Pinellas County Standard Terms & Conditions, located on Pinellas County Purchasing's website, effective 1/1/2023, posted at <https://pinellas.gov/county-standard-terms-conditions/>
 - c. Solicitation Section 4, titled Special Conditions attached as Exhibit C
 - d. Solicitation Section 5, titled Insurance Requirements attached as Exhibit D
 - e. Solicitation Section 6, titled Scope of Work / Specifications attached as Exhibit E
 - f. Contractor's response to Solicitation Section 9, titled Pricing Proposal attached as Exhibit F
2. In the case of a conflict, the terms of this document govern, followed by the terms of the attached Exhibits, which control in the order listed above.

B. Term

The initial term of this Agreement is for 60 Months from the Effective Date ("Contract Term").

C. Pricing and Expenditures Cap

1. Notwithstanding the above, County expenditures under the Agreement will not exceed \$77,631.50 annually, for a total not to exceed expenditure of \$391,157.50 for the Contract Term without a written amendment to this Agreement.

D. Entire Agreement

1. This Agreement constitutes the entire agreement between the Parties.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their undersigned officials, who are duly authorized to bind the Parties to the Agreement.

For Contractor:

Signature:



Print Name and Title: L. Brian Satoh Chief Revenue Officer

Date: 10/9/23

For County:



Signature:

Print Name and Title: Barry Burton - County Administrator

Date: October 27, 2023

APPROVED AS TO FORM

By:


Keiah Townsend

Office of the County Attorney

4. SPECIAL TERMS & CONDITIONS – Exhibit C

4.1 INTENT

It is the intent of Pinellas County to establish an Agreement for Transportation Services for CVB to be ordered, as and when required.

4.2 NON-NEGOTIABLE TERMS

While the County prefers that no exceptions to its contract terms be taken, the solicitation does authorize respondent to take exception to terms as part of its submittal. The County has deemed the following contract terms in the County's Standard Terms & Conditions <https://pinellas.gov/county-standard-terms-conditions/> to be non-negotiable:

Section 3: Compliance with Applicable Laws (all terms)

Section 7: Indemnification & Liability (all terms)

Section 8: Insurance & Conditions Precedent

Section 10(G): Governing Law & Venue

Section 12(A): Fiscal Non-Funding

Section 13: Confidential Records, Public Records, & Audit (all terms)

Section 19: Digital Content (all terms) *(if the Agreement includes software, online, or digital content services)*

Any terms required by law

4.3 PRICING/PERIOD OF CONTRACT

Duration of the Agreement will be for a period of 60 months with unit prices adjustable at 36 months after the date of award for a one-time adjustment, in an amount not to exceed the average of the Petroleum Administration for Defense District (PADD) 1C - Lower Atlantic Regions (Florida, Georgia, North Carolina, South Carolina, Virginia, West Virginia) or 5%, whichever is less, for the twelve months prior. An annual increase shall not be allowed if the PADD 1C shows a decrease for the 12 months prior. https://www.eia.gov/dnav/pet/pet_pri_gnd_dcus_r1z_a.htm

It is the Contractor's responsibility to request any pricing adjustment under this provision. For any adjustment to commence annually, the Contractor's request for adjustment will be submitted between 90-120 days prior to Agreement anniversary date, utilizing the available index at the time of request. The Contractor adjustment request will not be in excess of the relevant pricing index change. If no adjustment request is received from the Contractor, the County will assume the Contractor has agreed to continue without a pricing adjustment. Any adjustment request received outside of the 90-120 day period above will not be considered.

4.4 PRE-COMMENCEMENT MEETING

Upon award of the Agreement, the County will coordinate a pre-commencement meeting with the successful Contractor. The meeting will require Contractor and the County Representative to review specific Agreement details and deliverable documents at this meeting to ensure the scope of work and work areas are understood.

4.5 ORDERS

Within the term of this Agreement, County may place one or more orders for goods and/or services at the prices listed on the Pricing Proposal section of this solicitation, which is incorporated by reference hereto.

4.6 ASBESTOS MATERIALS

The contractor must perform all Work in compliance with Federal, State and local laws, statutes, rules, regulations and ordinances, including but not limited to the Department of Environmental Protection (DEP)'s asbestos requirements, 40 CFR Part 61, Subpart M, and OSHA Section 29 CFR 1926.58. Additionally, the contractor must be properly licensed and/or certified for asbestos removal as required under Federal, State and local laws, statutes, rules, regulations and ordinances. The County is responsible for filing all DEP notifications and furnish a copy of the DEP notification and approval for demolition to the successful contractor. The County will furnish a copy of the asbestos survey to the successful contractor. The contractor must keep this copy on site at all times during the actual demolition.

4.7 SERVICES

The terms below are applicable if the Solicitation includes the provision of SERVICES:

- A. **ADD/DELETE LOCATIONS SERVICES** - The County reserves the right to unilaterally add or delete locations/services, either collectively or individually, at the County's sole option, at any time after award has been made as may be deemed necessary or in the best interests of the County. In such case, the contractor(s) will be required to provide services to this agreement in accordance with the terms, conditions, and specifications.

4.8 QUANTITIES

Any quantities stated are an estimate only and no guarantee is given or implied as to quantities that will be used during the Agreement period. Estimated quantities are based upon previous use and/or anticipated needs.

5 INSURANCE REQUIREMENTS – Exhibit D

5.1 INSURANCE (General)

The Vendor must provide a certificate of insurance and endorsement in accordance with the insurance requirements listed below, prior to recommendation for award. The Vendor shall obtain and maintain, and require any subcontractor to obtain and maintain, at all times during its performance of the Agreement in Phase 1 insurance of the types and in the amounts set forth. For projects with a Completed Operations exposure, Vendor shall maintain coverage and provide evidence of insurance for 2 years beyond final acceptance. All insurance policies shall be from responsible companies duly authorized to do business in the State of Florida and have an AM Best rating of VIII or better.

5.2 INSURANCE (Requirements)

- A. Submittals should include, the Vendor's current Certificate(s) of Insurance. If Vendor does not currently meet insurance requirements, Vendor shall also include verification from their broker or agent that any required insurance not provided at that time of submittal will be in place prior to the award of contract. Upon selection of Vendor for award, the selected Vendor shall email certificate that is compliant with the insurance requirements. If the certificate received is compliant, no further action may be necessary. The Certificate(s) of Insurance shall be signed by authorized representatives of the insurance companies shown on the Certificate(s).
- B. **The Certificate holder section shall indicate Pinellas County, a Subdivision of the State of Florida, 400 S Fort Harrison Ave, Clearwater, FL 33756. Pinellas County shall be named as an Additional Insured for General Liability. A Waiver of Subrogation for Workers Compensation shall be provided if Workers Compensation coverage is a requirement.**
- C. Approval by the County of any Certificate(s) of Insurance does not constitute verification by the County that the insurance requirements have been satisfied or that the insurance policy shown on the Certificate(s) of Insurance is in compliance with the requirements of the Agreement. County reserves the right to require a certified copy of the entire insurance policy, including endorsement(s), at any time during the Bid and/or contract period.
- D. If any insurance provided pursuant to the Agreement expires or cancels prior to the completion of the Work, you will be notified by CTrax, the authorized vendor of Pinellas County. Upon notification, renewal Certificate(s) of Insurance and endorsement(s) shall be furnished to Pinellas County Risk Management at InsuranceCerts@pinellascounty.org and to CTrax c/o JDi Data at PinellasSupport@ididata.com by the Vendor or their agent prior to the expiration date.
 - 1. Vendor shall also notify County within twenty-four (24) hours after receipt, of any notices of expiration, cancellation, nonrenewal or adverse material change in coverage received by said Vendor from its insurer Notice shall be given by email to Pinellas County Risk

Management at InsuranceCerts@pinellascounty.org. Nothing contained herein shall absolve Vendor of this requirement to provide notice.

2. Should the Vendor, at any time, not maintain the insurance coverages required herein, the County may terminate the Agreement,.
- E. If subcontracting is allowed under this Bid, the Primary Vendor shall obtain and maintain, at all times during its performance of the Agreement, insurance of the types and in the amounts set forth; and require any subcontractors to obtain and maintain, at all times during its performance of the Agreement, insurance limits as it may apply to the portion of the Work performed by the subcontractor; but in no event will the insurance limits be less than \$500,000 for Workers' Compensation/Employers' Liability, and \$1,000,000 for General Liability and Auto Liability if required below.
1. All subcontracts between the Vendor and its Subcontractors shall be in writing and are subject to the County's prior written approval. Further, all subcontracts shall
 - a. Require each Subcontractor to be bound to the Vendor to the same extent the Vendor is bound to the County by the terms of the Contract Documents, as those terms may apply to the portion of the Work to be performed by the Subcontractor;
 - b. Provide for the assignment of the subcontracts from the Vendor to the County at the election of Owner upon termination of the Contract;
 - c. Provide that County will be an additional indemnified party of the subcontract;
 - d. Provide that the County will be an additional insured on all insurance policies required to be provided by the Subcontractor except workers compensation and professional liability;
 - e. Provide a waiver of subrogation in favor of the County and other insurance terms and/or conditions
 - f. Assign all warranties directly to the County; and
 - g. Identify the County as an intended third-party beneficiary of the subcontract. The Vendor shall make available to each proposed Subcontractor, prior to the execution of the subcontract, copies of the Contract Documents to which the Subcontractor will be bound by this Section C and identify to the Subcontractor any terms and conditions of the proposed subcontract which may be at variance with the Contract Documents.
- F. Each insurance policy and/or certificate shall include the following terms and/or conditions:

1. The Named Insured on the Certificate of Insurance and insurance policy must match the entity's name that responded to the solicitation and/or is signing the agreement with the County.
2. Companies issuing the insurance policy, or policies, shall have no recourse against County for payment of premiums or assessments for any deductibles which all are at the sole responsibility and risk of Vendor.
3. The term "County" or "Pinellas County" shall include all Authorities, Boards, Bureaus, Commissions, Divisions, Departments and Constitutional offices of County and individual members, employees thereof in their official capacities, and/or while acting on behalf of Pinellas County.
4. All policies shall be written on a primary, non-contributory basis.

The minimum insurance requirements and limits for this Agreement, which shall remain in effect throughout its duration and for two (2) years beyond final acceptance for projects with a Completed Operations exposure, are as follows:

5.3 WORKERS' COMPENSATION INSURANCE

Worker's Compensation Insurance is required if required pursuant to Florida law. If, pursuant to Florida law, Worker's Compensation Insurance is required, employer's liability, also known as Worker's Compensation Part B, is also required in the amounts set forth herein.

A. Limits

1. Employers' Liability Limits Florida Statutory
 - a. Per Employee \$ 500,000
 - b. Per Employee Disease \$ 500,000
 - c. Policy Limit Disease \$ 500,000

If Vendor is not required by Florida law, to carry Workers Compensation Insurance in order to perform the requirements of this Agreement, County Waiver Form for workers compensation must be executed, submitted, and accepted by Risk Management. The County Waiver Form is found at <https://pinellas.gov/services/submit-a-workers-compensation-waiver-request/>. Failure to obtain required Worker's Compensation Insurance without submitting and receiving a waiver from Risk Management constitutes a material breach of this Agreement.

5.4 COMMERCIAL GENERAL LIABILITY INSURANCE

Includes, but not limited to, Independent Vendor, Contractual Liability Premises/Operations, Products/Completed Operations, and Personal Injury. No explosion, collapse, or underground damage exclusions allowed.

A. Limits

- | | |
|--|--------------|
| 1. Combined Single Limit Per Occurrence | \$ 1,000,000 |
| 2. Products/Completed Operations Aggregate | \$ 2,000,000 |
| 3. Personal Injury and Advertising Injury | \$ 1,000,000 |
| 4. General Aggregate | \$ 2,000,000 |

5.5 BUSINESS AUTOMOBILE OR TRUCKER'S/GARAGE LIABILITY INSURANCE

To cover owned, hired, and non- owned vehicles. If the Vendor does not own any vehicles, then evidence of Hired and Non-owned coverage is sufficient. Coverage shall be on an "occurrence" basis, such insurance to include coverage for loading and unloading hazards, unless Vendor can show that this coverage exists under the Commercial General Liability policy.

A. Limit

- | | |
|---------------------------------------|--------------|
| 1. Combined Single Limit Per Accident | \$ 1,000,000 |
|---------------------------------------|--------------|

5.6 EXCESS OR UMBRELLA LIABILITY INSURANCE

Excess of the primary coverage required, in paragraphs 1,2 and 3 above.

Limits for vehicles with 5 – 10 passengers (including driver)

Each Occurrence	\$ 1,000,000
General Aggregate	\$ 1,000,000

Limits for vehicles with 11 – 19 passengers (including driver)

Each Occurrence	\$ 2,000,000
General Aggregate	\$ 2,000,000

Limits for vehicles with 20 or more passengers (including driver)

Each Occurrence	\$ 4,000,000
General Aggregate	\$ 4,000,000

5.7 PROPERTY INSURANCE

Vendor will be responsible for all damage to its own property, equipment and/or materials.

6. SCOPE OF WORK / SPECIFICATIONS – Exhibit E

6.1 OBJECTIVE/JUSTIFICATION

In accordance with attached specifications, it is the intent of Pinellas County to establish a contract for Transportation Services - CVB, as and when required for use by the St. Petersburg/Clearwater Area Convention and Visitors Bureau (CVB) also known as Visit St. Pete Clearwater.

6.2 BACKGROUND

The St. Petersburg/Clearwater Area Convention and Visitors Bureau (CVB) also known as Visit St. Pete Clearwater or VSPC is the official Destination Marketing Organization for Pinellas County. The CVB is responsible for promoting the St. Pete Clearwater area as a destination to the leisure travel industry, meeting planners, journalists, media, sports promoters, film producers and others.

This contract will replace contract no. 167-0481-B.

6.3 REQUIREMENTS

1. Standard Services Agreement - The awarded contractor will be required to execute the attached sample services agreement.
2. Permits and Licenses
 - a. The Contractor and its Employee's shall possess and maintain all necessary certificates, licenses and/or permits required to perform all requirements, standards, and procedures within this Invitation to Bid, as required by local and state laws.
3. Vehicles
 - a. Transportation must be reliable; therefore, vehicles shall be in good repair at all times. The CVB reserves the right to inspect and reject vehicles, at County's discretion, on a periodic basis.
 - b. Contractor shall maintain the interior and exterior of all vehicles in a clean, safe, professional appearance, sanitary, and fully functional condition at all times.
 - c. Interiors shall be clean and free of water spots and accumulations of dirt on all surfaces, including flooring, seats, grab rails, side walls, windows, and ceilings; free of loose trash, clean smelling and free of offensive odors such as heavy air fresheners.

- d. Exteriors shall be clean and free of debris except as to what could normally be expected given the weather and road conditions of that day and time, and windows free of dirt and water spots.
 - e. Directed service tour buses shall have a clear line of sight for passengers to look out the front and side windows, with no obstructions for optimum sightseeing tours of the area.
 - f. Provide all proper and regular, as required by the vehicle manufacturer, routine, and preventive maintenance and service, including but not limited to, tires, motor oil, grease, cooling system water and antifreeze, brake and transmission fluids, battery service, windshield wiper blades, mechanical repairs, and adjustments. Due to Florida summer weather, special care will be given to the preventive maintenance on air conditioning systems.
 - g. Arrange for all warranty or recall related maintenance repairs, as needed.
 - h. The vehicles shall at a minimum have, and the County has a right to reject vehicles if any of the items 1-10 are not provided under this agreement:
 - 1) Operational horn
 - 2) Operational air conditioning and heating systems
 - 3) Properly sized tires, with at least 4/32nd of tread depth
 - 4) Side and rear-view mirrors
 - 5) Doors with operating handles both inside and out
 - 6) Secure floor coverings
 - 7) Two operational windshield wipers
 - 8) Operational headlights, break lights, and turn signals
 - 9) Be clean with no dents, broken paint, or torn upholstery
 - 10) Consistent graphic design as the other vehicles operating under the authority of the Contractor
4. Operational Procedures
- a. Furnish all supervision, labor, equipment, and vehicles to provide transportation services for the CVB to and from various locations as directed.

- b. Contractor shall have a formal driver selection process that includes background check and motor vehicle driving record check.
 - c. Operate twenty-four (24) hour, seven (7) days per week.
 - d. Load and unload passengers at all designated stops.
 - e. Meet all CVB scheduled requirements and notify CVB immediately of any disruption of service that will affect compliance with the required service.
 - f. Exercise a high degree of patience and consideration with all CVB staff and clients. Contractor and contractor personnel shall be courteous to CVB staff and guests and shall not smoke while transporting them. The use of abusive language, altercations or any other physical or vocal disturbance directed towards a CVB staff member or guest is prohibited.
 - g. Drivers will present themselves in a professional manner wearing slacks and blouse, or shirt and company identification.
 - h. Drivers will not conduct personal calls while transporting CVB clients.
 - i. Driver will be familiar with the route prior to arrival and have excellent knowledge of the St. Pete/Clearwater area (Pinellas County).
 - j. Driver shall have the flexibility to take on site instruction from the County's designated point person to accommodate route and schedule changes, as necessary.
 - k. Contractor will keep CVB informed of any point of contact changes concerning accounting, services, and reporting as outlined above in Section B, #5B.
5. Scheduling
- a. The CVB will email or phone the contractor's point of contact to request services.
 - b. The contractor must notify the CVB within 24 hours of receiving the request with a written confirmation, or to deny the requested trip.
 - c. If a trip is denied, contractor must provide a valid reason such as, the type of vehicle requested is not available on the requested dates.
 - d. If a trip is denied, the CVB will contact the other transportation provider to fulfill the service request.

- e. Drivers will arrive 15 minutes prior to the scheduled departure time.
- f. Directed services are scheduled at least 72 hours prior to an event.
- g. Airport transfers are typically scheduled at least 24 hours prior under normal circumstances.
- h. Zone 3 and Zone 4 transfer services are typically scheduled at least 72 hours prior.

6. Reporting

- 1. The contractor shall provide the CVB with quarterly Excel reports on the 15th of the month following the end of each quarter according to the schedule listed below.
 - a. Reports should be emailed to Teri@visitspc.com.
- 2. The reports will include the following information for each type of vehicle (sedan through large bus):
 - a. type of service, directed or transfer
 - b. total number of trips per vehicle during the quarter
 - c. total number of miles per vehicle during the quarter
 - d. cumulative number of trips to date
 - e. cumulative number of miles to date.
- 3. Report shall be due: January 15, April 15, July 15, and October 15.
 - a. An example of this report is attached as Exhibit A.

6.4 SCOPE

It is the intent of the County to award this contract to up to two (2) vendors.

- 1. Transportation of clients to/from Tampa International Airport, St. Pete-Clearwater International Airport, and Orlando International Airport to area hotels and attractions.
- 2. Transportation of a group of clients to several area attractions.
- 3. Transportation of a group of clients from one venue to another during a conference or an event.

4. Airport meet and greet services. This service applies to all vehicle types. For buses this involves providing a representative onsite to greet clients in the airport terminal.
5. A 15% gratuity for services provided should be included on each invoice to the County.
6. Directed Services
 - i. Involves multiple stops at various attractions.
 - ii. May include a trip to/from the airport only when the airport transfer is an integral part of the directed services daily itinerary.
 - iii. If transportation initiates at the airport, Bidders shall provide an onsite representative to meet and greet CVB's client(s).
 - iv. Bidders shall provide pricing as follows:
 1. Base hourly rate
 2. Airport meet and greets
 3. 4-hour day rate
 4. 8-hour day rate
 5. 12-hour day rate
 6. Base rate per hour shall be used to calculate charges that fall between increments of 4-8 and 8-12 hours. All hours under 4 hours will be billed at the 4-hour rate.
7. Transfer Services
 - i. Involves transfer services from airports to area hotels.
 - ii. May include hotel to hotel or other local transfers such as hotel to event, restaurant, etc.
 - iii. Bidders shall provide pricing for airport meet and greets and a base rate per hour that will be used to calculate fees for 1) airport wait times due to late arrivals, 2) airport transfers that may involve additional hotel stops and 3) transfers included in Zone 4.
 - iv. Pricing shall be in accordance with the following zones/areas:

1. ZONE 1: To/From Tampa International Airport or St. Pete-Clearwater International Airport and locations in the City of St. Petersburg and City of Clearwater.
2. ZONE 2: To/From Tampa International Airport or St. Pete-Clearwater International Airport and ALL Beach Hotels, Innisbrook Resort, or other Pinellas locations outside of Zone 1.
3. ZONE 3: To/From Orlando International Airport or Orlando area hotel and ALL Pinellas County Hotels or other locations.
4. ZONE 4: All other transfers to/from other airports (not included in Zones 1-3) and transfers between other locations such as hotel to hotel, events, restaurants, etc. will be calculated using the Base Rate Per Hour.
5. Base Rate Per Hour shall be used for airport wait times and airport transfers that may involve additional hotel stops.
6. Meet and Greet Rate
7. Wait time and additional stops - based on Base Rate Per Hour
8. Unspecified Services (\$75000 /60 months): Will not be used to determine award and is not guaranteed as part of the contract. In addition, must be properly authorized by the County before performed. Unspecified will be for trip cancellation fees, parking and other fees charged by area venues and attractions.

Pricing Proposal – Exhibit F

GROUP I: DIRECTED SERVICES Rates MUST be all inclusive of all costs except for gratuity				
Base rate per hour shall be used to calculate charges that fall between increments of 4-8 and 8-12 hours. All hours under 4 hours will be billed at the 4-hour rate.				
F. LARGE BUS (up to 57 passengers)		BASE RATE PER HOUR \$		\$165.00
ESTIMATED 5 YEAR QUANTITY	\$ RATE		EXTENDED PRICE	
170	\$ 660.00	4 HOUR DAY RATE	\$	112,200.00
45	\$ 1,320.00	8 HOUR DAY RATE	\$	59,400.00
20	\$ 1,980.00	12 HOUR DAY RATE	\$	39,600.00
10	\$ -	MEET & GREET RATE	\$	N/A
185	\$ 165.00	HOURS THAT FALL BETWEEN 4/8/12	\$	30,525.00
TOTAL				\$ 241,725.00
TOTAL COST FOR GROUP I DIRECTED SERVICES				\$ 241,725.00
GROUP I GRATUITY - 15%				\$ 277,983.75

GROUP II: TRANSFER SERVICES Rates MUST be all inclusive of all costs except for gratuity				
E. MID SIZE BUS (up to 38 passengers)				
ESTIMATED 5 YEAR QUANTITY	TRIPS/HOURS	\$ RATE	SERVICE	EXTENDED PRICE
10	Trips	625	ZONE 1: To/From Tampa International Airport or St. Pete-Clearwater International Airport and locations in the City of St. Petersburg and City of Clearwater.	\$ 6,250.00
10	Trips	625	ZONE 2: To/From Tampa International Airport or St. Pete-Clearwater International Airport and ALL Beach Hotels, Innisbrook Resort, or other Pinellas locations outside of Zone 1.	\$ 6,250.00
30	Trips	750	ZONE 3: To/From Orlando International Airport or Orlando area hotel and ALL Pinellas County Hotels or other locations.	\$ 22,500.00
30	Hours	165	ZONE 4: All other transfers to/from other airports (not included in Zones 1-3) and transfers between other locations such as hotel to hotel, events, restaurants, etc. will be calculated using the Base Rate Per Hour .	\$ 4,950.00
N/A	Hours		BASE RATE PER HOUR \$ Base rate per hour shall be used for airport wait times and airport transfers that may involve additional hotel stops.	
7	Trips		MEET & GREET RATE	N/A
20	Hours	165	WAIT TIME AND ADDITIONAL STOPS - based on BASE RATE PER HOUR \$	\$ 3,300.00
TOTAL				\$ 43,250.00

F. LARGE BUS (up to 57 passengers)

ESTIMATED 5 YEAR QUANTITY	TRIPS/HOURS	\$ RATE	SERVICE	EXTENDED PRICE
10	Trips	625	ZONE 1: To/From Tampa International Airport or St. Pete-Clearwater International Airport and locations in the City of St. Petersburg and City of Clearwater.	\$ 6,250.00
10	Trips	625	ZONE 2: To/From Tampa International Airport or St. Pete-Clearwater International Airport and ALL Beach Hotels, Innisbrook Resort, or other Pinellas locations outside of Zone 1.	\$ 6,250.00
10	Trips	750	ZONE 3: To/From Orlando International Airport or Orlando area hotel and ALL Pinellas County Hotels or other locations.	\$ 7,500.00
45	Hours	165	ZONE 4: All other transfers to/from other airports (not included in Zones 1-3) and transfers between other locations such as hotel to hotel, events, restaurants, etc. will be calculated using the Base Rate Per Hour .	\$ 7,425.00
N/A	Hours		BASE RATE PER HOUR \$ Base rate per hour shall be used for airport wait times and airport transfers that may involve additional hotel stops.	
7	Trips		MEET & GREET RATE	\$ -
10	Hours	165	WAIT TIME AND ADDITIONAL STOPS - based on BASE RATE PER HOUR \$	\$ 1,650.00
TOTAL				\$ 29,075.00

TOTAL COST FOR GROUP II TRANSFER SERVICES	\$ 72,325.00
GROUP II GRATUITY - 15%	\$ 83,173.75
Group I & Group II + 15% gratuity	\$ 361,157.50
Unspecified	\$ 30,000.00
BID GRAND TOTAL (GROUPS I & II & Unspecified & Gratuity)	\$ 391,157.50

TRIP CANCELLATION FEE \$200 (WITH 7 DAYS ADVANCE NOTICE)