

**CITY OF NORTH MIAMI**  
**SURPLUS AUCTION SERVICES AGREEMENT**  
**(RFP #23-18-19; Surplus Auction Services)**

**THIS SURPLUS AUCTION SERVICES AGREEMENT** (“Agreement”) is entered into on 4/10/2019, between the **City of North Miami**, a Florida municipal corporation with a principal address of 776 NE 125<sup>th</sup> Street, North Miami, Florida (“City”), and **Bidera, LLC**, a Florida limited liability company registered and authorized to do business under the laws of the State of Florida, having its principal office at 4995 Northwest 72nd Avenue, Suite 405, Miami, FL 33166 (“Vendor”). The City and Vendor shall collectively be referred to as the “Parties”, and each may individually be referred to as a “Party”.

**RECITALS**

**WHEREAS**, on January 17, 2019, the City of North Miami (“City”) advertised ***Request for Proposals #23-18-19, Surplus Auction Services*** (“RFP”), for the purpose of retaining experienced and qualified Auctioneers to provide auction services for surplus items for the City to include, but not limited to vehicles, office equipment, furniture and confiscated or seized items, (collectively referred hereto as “Services”); and

**WHEREAS**, the RFP was administered in accordance with Chapter 7, Article III of the City’s Procurement Code; and

**WHEREAS**, in response to the RFP, Vendor submitted its proposal for the provision of professional Auctioneering Services, and was subsequently selected by City administration as having those qualifications and references most advantageous to the City; and

**WHEREAS**, Vendor was ranked as the most responsive, responsible respondent for the provision of Services; and

**NOW, THEREFORE**, in consideration of the mutual terms and conditions set forth herein and other good and valuable consideration, the Parties hereto agree as follows:

**ARTICLE 1 - RECITALS**

1.1 The recitals are true and correct and are hereby incorporated into and made a part of this Agreement.

**ARTICLE 2 - CONTRACT DOCUMENTS**

2.1 The following documents are incorporated into and made a part of this Agreement (collectively referred to as the "Contract Documents"):

- 2.1.1 The City’s ***Request for Proposals #23-18-19, Surplus Auction Services***, attached hereto by reference;
- 2.1.2 Vendor’s response to the RFP (“Proposal”), attached hereto as “Exhibit A”;
- 2.1.3 Certificates of Insurance are attached as “Exhibit B”;
- 2.1.4 Any additional documents which are required to be submitted by Vendor under this Agreement.

2.2 In the event of any conflict between the Contract Documents or any ambiguity or missing specification or instruction, the following priority is hereby established:

- 2.2.1 Specific written direction from the City Manager or City Manager's designee.
- 2.2.2 This Agreement.
- 2.2.3 The RFP.
- 2.2.4 The Proposal.

2.3 The Parties agree that Vendor is responsible for clarifying any ambiguity, conflict, discrepancy, omission, or other error found in the RFQ prior to Vendor submitting its Qualifications or the right to clarify same shall be waived.

### **ARTICLE 3 - TERM**

3.1 The Parties agree that, subject to authorized adjustments, the Term of this Agreement shall be a period of three (3) years commencing on April 15, 2019, and ending on April 14, 2022.

3.2 Following the Initial Term, the City shall have two (2) options to renew this Agreement for additional periods of one (1) year, under the same terms and conditions.

3.3 Vendor agrees that the performance of Services shall be pursued on schedule, diligently and uninterrupted at a rate of progress which will reasonably ensure full completion within the agreed time for performance. Failure to achieve timely final completion shall be regarded as a material breach of this Agreement and shall be subject to the appropriate remedies available at law.

3.4 When, in the opinion of the City, reasonable grounds for uncertainty exist with respect to the Vendor's ability to timely perform Services or any portion thereof, the City may request that the Vendor, within a reasonable period of time, provide adequate assurances to the City in writing, of Vendor's ability to perform in accordance with terms of this Agreement. In the event that the Vendor fails to provide the City the requested assurances within the prescribed time frame, the City may treat such failure as a repudiation or breach of this Agreement, and resort to any remedy for breach provided for in this Agreement or at law.

### **ARTICLE 4 - COMPENSATION**

4.1 Vendor shall provide Services at no cost to the City, and instead will charge the highest bidder (i.e., purchaser) of the auctioned property the amount of ten (10) percent of the bid price.

4.2 Funding for this Agreement is contingent on the availability of funds and the Agreement is subject to amendment or termination due to lack of funds or a reduction of funds, upon ten (10) days written notice to Vendor.

### **ARTICLE 5 - SCOPE OF SERVICES**

5.1 Vendor agrees to perform Services for the benefit of the City under the special terms, schedules, and conditions set forth in the Contract Documents. Vendor shall perform Services in

accordance with that degree of care and skill ordinarily exercised by reputable members of its profession.

5.2 Vendor represents and warrants to the City that: (i) Vendor possesses all qualifications, licenses and expertise required in the provision of Services, with personnel fully licensed by the State of Florida; (ii) Vendor is not delinquent in the payment of any sums due the City, including payment of permit fees, local business taxes, or in the performance of any obligations to the City; (iii) all personnel assigned to perform work shall be, at all times during the term hereof, fully qualified and trained to perform the tasks assigned to each; (iv) the Services will be performed in the manner as described in the Contract Documents for the budgeted amounts, rates and schedules; and (v) the person executing this Agreement on behalf of Vendor is duly authorized to execute same and fully bind Vendor as a Party to this Agreement.

5.3 Vendor agrees and understands that: (i) any and all subcontractors used by Vendor shall be paid by Vendor and not paid directly by the City; and (ii) any and all liabilities regarding payment to or use of subcontractors for any of the work related to this Agreement shall be borne solely by Vendor. Any work performed for Vendor by a subcontractor will be pursuant to an appropriate agreement between Vendor and subcontractor which specifically binds the subcontractor to all applicable terms and conditions of the Contract Documents.

5.4 Vendor warrants that any and all work, materials, services or equipment that may reasonably be inferred from the Contract Documents as being required to produce the intended result, will be supplied by the Vendor at its own cost, whether or not specifically called for.

#### **ARTICLE 6 - CITY'S TERMINATION RIGHTS**

6.1 The City shall have the right to terminate this Agreement, in its sole discretion at any time, with or without cause, upon ten (10) days written notice to Vendor. In such event, the City shall pay Vendor compensation for Services rendered prior to the effective date of termination. The City shall not be liable to Vendor for any additional compensation, or for any consequential or incidental damages.

#### **ARTICLE 7 - INDEPENDENT CONTRACTOR**

7.1 Vendor, its employees and agents shall be deemed to be independent contractors and not agents or employees of the City and shall not attain any rights or benefits under the civil service or pension ordinances of the City, or any rights generally afforded to classified or unclassified employees. The Vendor shall not be deemed entitled to the Florida Workers' Compensation benefits as an employee of the City.

#### **ARTICLE 8 - DEFAULT**

8.1 In the event the Vendor fails to comply with any provision of this Agreement, the City may declare the Vendor in default by written notification. The City shall have the right to terminate this Agreement if the Vendor fails to cure the default within ten (10) days after receiving notice of default from the City. If the Vendor fails to cure the default, the Vendor will only be compensated for completed Services. In the event partial payment has been made for such Services not completed, the Vendor shall return such sums due to the City within ten (10) days after notice that such sums are due. The Vendor understands and agrees that termination of this Agreement under

this section shall not release Vendor from any obligations accruing prior to the effective date of termination.

**ARTICLE 9 - ERRORS AND OMISSIONS**

9.1 Vendor shall be responsible for deficient conduct and reporting due to Vendor's errors and omissions, and shall promptly correct or replace all such deficiencies without cost to City. The Vendor shall also be responsible for all damages resulting from such errors and omissions. Payment in full by the City for Services performed does not constitute a waiver of this representation.

**ARTICLE 10 - INDEMNIFICATION**

10.1 Vendor agrees to indemnify, defend, save and hold harmless the City its officers, agents and employees, from and against any and all claims, liabilities, suits, losses, claims, fines, and/or causes of action that may be brought against the City, its officers, agents and employees, on account of any negligent act or omission of Vendor, its agents, servants, or employees in the performance of Services under this Agreement and resulting in personal injury, loss of life or damage to property sustained by any person or entity, to the extent caused by Vendor's negligence within the scope of this Agreement, including all costs, reasonable attorney's fees, expenses, including any appeal, and including the investigations and defense of any action or proceeding and any order, judgment, or decree which may be entered in any such action or proceeding, except for damages specifically caused by or arising out of the negligence, strict liability, intentional torts or criminal acts of the City, its officer, agents, employees or contractors, which claims are lodged by any person, firm, or corporation.

10.2 Nothing contained in this Agreement is any way intended to be a waiver of the limitation placed upon the City's liability as set forth in Chapter 768, Florida Statutes. Additionally, the City does not waive sovereign immunity, and no claim or award against the City shall include attorney's fees, investigative costs or pre-judgment interest.

**ARTICLE 11 - INSURANCE**

11.1 Prior to the execution of this Agreement, the Vendor shall submit certificate(s) of insurance evidencing the required coverage and specifically providing that the City is an additional named insured or additional insured with respect to the required coverage and the operations of the Vendor under this Agreement. Vendor shall not commence work under this Agreement until after Vendor has obtained all of the minimum insurance described in the RFQ and the policies of such insurance detailing the provisions of coverage have been received and approved by the City. Vendor shall not permit any subcontractor to begin work until after similar minimum insurance to cover subcontractor has been obtained and approved. In the event the insurance certificate provided indicates that the insurance shall terminate and lapse during the term of this Agreement, Vendor shall furnish, at least thirty (30) calendar days prior to expiration of the date of the insurance, a renewed certificate of insurance as proof that equal and like coverage and extension is in effect. Vendor shall not continue to perform the Services required by this Agreement unless all required insurance remains in full force and effect.

11.2 All insurance policies required from Vendor shall be written by a company with a Best rating of B+ or better and duly authorized and licensed to do business in the State of Florida and

be executed by duly licensed agents upon whom service of process may be made in Miami-Dade County, Florida.

**ARTICLE 12 - OWNERSHIP OF DOCUMENTS**

12.1 All documents developed by Vendor under this Agreement shall be delivered to the City by the Vendor upon completion of the Services and shall become property of the City, without restriction or limitation of its use. The Vendor agrees that all documents generated hereto shall be subject to the applicable provisions of the Public Records Law, under Chapter 119, Florida Statutes (2015).

12.2 The Vendor shall additionally comply with Section 119.0701, Florida Statutes, including without limitation, the following conditions: (1) keep and maintain public records that ordinarily and necessarily would be required by the City to perform this service; (2) provide the public with access to public records on the same terms and conditions as the City would at the cost provided by Chapter 119, Florida Statutes, or as otherwise provided by law; (3) ensure that public records that are exempt or confidential and exempt from disclosure are not disclosed, except as authorized by law; (4) meet all requirements for retaining public records and transfer, at no cost to the City, all public records in its possession upon termination of this Agreement and destroy any duplicate public records that are exempt or confidential and exempt from disclosure requirements; and (5) all electronically stored public records must be provided to the City in a format compatible with the City's information technology systems.

12.3 It is further understood by and between the Parties that any information, writings, tapes, Contract Documents, reports or any other matter whatsoever which is given by the City to the Vendor pursuant to this Agreement shall at all times remain the property of the City and shall not be used by the Vendor for any other purposes whatsoever without the written consent of the City.

12.4 In the event the Agreement is terminated, Vendor agrees to provide the City all such documents within ten (10) days from the date the Agreement is terminated.

**ARTICLE 13 - NOTICES**

13.1 All notices, demands, correspondence and other communications between the Parties shall be deemed sufficiently given under the terms of this Agreement when dispatched by registered or certified mail, postage prepaid, return receipt requested, addressed as follows or as the same may be changed from time to time:

For Vendor:                   Bidera LLC  
  Attn: Armando Perera  
  4995 Northwest 72nd Avenue  
  Suite 405  
  Miami, FL 33166

For the City:                   City of North Miami  
  Attn: City Manager  
  776 N.E.125<sup>th</sup> Street  
  North Miami, Florida 33161

With copy to: City of North Miami  
Attn: City Attorney  
776 N.E.125<sup>th</sup> Street  
North Miami, Florida 33161

13.2 Either Party may at any time designate a different address and/or contact person by giving notice as provided above to the other Party. Such notices shall be deemed given upon receipt by the addressee.

13.3 In the event there is a change of address and the moving Party fails to provide notice to the other Party, then notice sent as provided in this Article shall constitute adequate notice

#### **ARTICLE 14 - CONFLICT OF INTEREST**

14.1 Vendor represents and warrants to the City that it has not employed or retained any person or company employed by the City to solicit or secure this Agreement and that it has not offered to pay, paid, or agreed to pay any person any fee, commission, percentage, brokerage fee, or gift of any kind contingent upon or in connection with, the award of this Agreement.

14.2 Vendor covenants that no person under its employ who presently exercises any functions or responsibilities on behalf of the City in connection with this Agreement has any personal financial interest, directly or indirectly, with contractors or vendors providing professional services on projects assigned to the Vendor, except as fully disclosed and approved by the City. Vendor further covenants that, in the performance of this Agreement, no person having such conflicting interest shall be employed.

#### **ARTICLE 15 - MISCELLANEOUS PROVISIONS**

15.1 No waiver or breach of any provision of this Agreement shall constitute a waiver of any subsequent breach of the same or any other provision hereof, and no waiver shall be effective unless made in writing.

15.2 All representations, indemnifications, warranties and guarantees made in, required by, or given in accordance with this Agreement, as well as all continuing obligations indicated in the Contract Documents, shall survive final payment, completion and acceptance of the Services and termination or completion of the Agreement.

15.3 Should any provision, paragraph, sentence, word or phrase contained in this Agreement be determined by a court of competent jurisdiction to be invalid, illegal or otherwise unenforceable under the laws of the State of Florida, such provision, paragraph, sentence, word or phrase shall be deemed modified to the extent necessary in order to conform with such laws, or if not modifiable, then same shall be deemed severable, and in either event, the remaining terms and provisions of this Agreement shall remain unmodified and in full force and effect or limitation of its use.

15.4 This Agreement and Contract Documents constitute the sole and entire agreement between the Parties. No modification or amendments to this Agreement shall be binding on either Party unless in writing and signed by both Parties.

15.5 This Agreement shall be construed and enforced according to the laws of the State of Florida. Venue in any proceedings between the Parties shall be in Miami-Dade County, Florida.

15.6 The City reserves the right to audit the records of the Vendor covered by this Agreement at any time during the provision of Services and for a period of three years after final payment is made under this Agreement.

15.7 The Vendor agrees to comply with and observe all applicable federal, state, and local laws, rules, regulations, codes and ordinances, as they may be amended from time to time.

15.8 Services shall not be subcontracted, transferred, conveyed, or assigned under this Agreement in whole or in part to any other person, firm or corporation without the prior written consent of the City.

15.9 The City of North Miami is exempt from Federal Excise and State taxes. The applicable tax exemption number or certificate shall be made available upon request.

15.10 The professional Services to be provided by Vendor pursuant to this Agreement shall be non-exclusive, and nothing herein shall preclude the City from engaging other firms to perform Services.

15.11 This Agreement shall be binding upon the Parties herein, their heirs, executors, legal representatives, successors and assigns.

15.12 The Vendor agrees that it shall not discriminate as to race, sex, color, creed, national origin, or disability, in connection with its performance under this Agreement.

15.13 All other terms, conditions and requirements contained in the RFQ, which have not been modified by this Agreement, shall remain in full force and effect.

15.14 In the event of any dispute arising under or related to this Agreement, the prevailing Party shall be entitled to recover all actual attorney fees, costs and expenses incurred by it in connection with that dispute and/or the enforcement of this Agreement, including all such actual attorney fees, costs and expenses at all judicial levels, including appeal, until such dispute is resolved with finality.

15.15 This Agreement may be executed in two or more counterparts, each of which shall constitute an original but all of which, when taken together, shall constitute one and the same Agreement.

**IN WITNESS WHEREOF**, the Parties have executed this Agreement by their respective proper officers duly authorized the day and year first written above.

ATTEST:  
Corporate Secretary or Witness:

Witnessed By: DocuSigned by:  
Ismelba Ramirez  
CEDD8981C87C4DF...  
Witness Name: Ismelba Ramirez  
Witness Date: 4/9/2019

Bidera, LLC, a Florida Limited Liability Company:  
"Vendor"

By: DocuSigned by:  
Armando Perera  
0E68552C10FC48E...  
Print Name: Armando Perera  
Date: 4/9/2019

ATTEST:

City of North Miami, a Florida municipal corporation:  
"City"

By: DocuSigned by:  
Michael A. Etienne  
2C7010872EE8414...  
Michael A. Etienne  
City Clerk

By: DocuSigned by:  
Larry M. Spring, Jr.  
C23984DEA2724GF...  
Larry M. Spring, Jr.  
City Manager

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:

By: DocuSigned by:  
Jeff P. H. Cazeau  
8AF8443D714D491...  
Jeff P. H. Cazeau  
City Attorney



**COVER PAGE & CONTACT INFORMATION**  
**RFP No. 23-18-19**  
**SURPLUS AUCTION SERVICES**

This form should be included as the very first page of your Proposal. Please complete the form in its entirety and have it signed by an authorized officer and/or principal of the Respondent. The "Contact Person" listed below should be an authorized designee of the Respondent whom the City may contact for any questions and/or to forward any correspondence related to this Solicitation.

Legal Name of Proposer(s):	Bidera, LLC
Federal Employee Identification (FEIN) Number:	46-3100185
Mailing Address:	4995 NW 72 <sup>nd</sup> Avenue, Suite 405
City, State, Zip Code:	Miami, FL 33166
Contact Person:	Armando Perera
Title:	President
Email Address:	ap@bidera.com
Telephone Number:	(305)345-7490 / (305)822-5000 ext. 2
Fax Number:	(305)822-5007



I hereby certify that I am authorized to act on behalf of the Respondent, 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.

By submitting a Proposal, the Respondent certifies that it has fully read and understands this Solicitation and that it has full knowledge of the scope, nature, and quality of Work to be performed.

The Respondent, individual, partnership, corporation or association responding to this Solicitation certifies that all statements made in this document are true and correct to the best of their knowledge. Moreover, the Respondent agrees to hold this offer open for a period of one hundred and eighty (180) days from the deadline for receipt of Response.

Respondent understands and agrees to be bound by the conditions contained in this Solicitation and shall conform to all requirements outlined herein.

Name of Company: BIDERA, LLC

Authorized Signature: ARMANDO PERERA

Title of Officer: PRESIDENT

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## C. Business Structure

Copy of State of Florida Department of State records


DIVISION of CORPORATIONS  
an official State of Florida website

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### Detail by Entity Name

Florida Limited Liability Company  
BIDERA LLC

#### Filing Information

Document Number	L13000090491
FEI/EIN Number	46-3100185
Date Filed	06/24/2013
Effective Date	06/24/2013
State	FL
Status	ACTIVE
Last Event	REINSTATEMENT
Event Date Filed	09/30/2015

#### Principal Address

4995 NW 72 Ave  
405  
Miami, FL 33166

Changed: 01/30/2014

#### Mailing Address

4995 NW 72 Ave  
405  
Miami, FL 33166

Changed: 01/30/2014

#### Registered Agent Name & Address

PERERA, ARMANDO  
8950 NE 8 Ave  
302  
MIAMI, FL 33138

Name Changed: 09/30/2015

Address Changed: 01/30/2014

#### Authorized Person(s) Detail

Name & Address

Title MGR

PERERA, ARMANDO  
8950 NE 8 Ave  
302  
MIAMI, FL 33138

#### Annual Reports

Report Year	Filed Date
2016	04/28/2016
2017	04/10/2017
2018	03/14/2018

*Annual report.*

**2019 FLORIDA LIMITED LIABILITY COMPANY ANNUAL REPORT**

DOCUMENT# L13000090491

**Entity Name:** BIDERA LLC

**Current Principal Place of Business:**

4995 NW 72 AVE  
405  
MIAMI, FL 33166

**Current Mailing Address:**

4995 NW 72 AVE  
405  
MIAMI, FL 33166 US

**FEI Number:** 46-3100185

**Certificate of Status Desired:** No

**Name and Address of Current Registered Agent:**

PERERA, ARMANDO  
8950 NE 8 AVE  
302  
MIAMI, FL 33138 US

*The above named entity submits this statement for the purpose of changing its registered office or registered agent, or both, in the State of Florida.*

SIGNATURE: ARMANDO PERERA

02/05/2019

Electronic Signature of Registered Agent

Date

**Authorized Person(s) Detail :**

Title MGR  
Name PERERA, ARMANDO  
Address 8950 NE 8 AVE  
302  
City-State-Zip: MIAMI FL 33138

Licenses / Certificates

MIAMI-DADE COUNTY  
DEPARTMENT OF PLANNING AND ZONING  
**MIAMI-DADE COUNTY USE**

SEC: 23 TWP: 53 RNG: 40  
FOLID: 3030230260010

CERT NO: 2014021137  
PROCESS NO: U2014004696  
ZONE: IU-2  
FEE: \$229.79

MAILING ADDRESS/CONTACT PERSON: BIDERA LLC  
4995 NW 72 AVE #405  
MIAMI, FL 33166-

CORP NAME/D/B/A AND ADDRESS: BIDERA LLC  
BIDERA LLC  
4995 NW 72 AVE #405

BUSINESS USE: WAREHOUSE OFFICE ONLY  
USE SPECIFICS: REAL ESTATE AUCTION SERVICE OFC.  
CONDITIONS:

LEGAL DESCRIPTION: WEST AIRPORT 500  
PR 2005  
DATE OF CU ISSUANCE: 2/4/2014  
THIS CERTIFICATE M U S E S T B E P O S T E D O N P R E M I S E S .

THIS CERTIFICATE OF USE IS ISSUED FOR AN UNLIMITED TIME OR AS INDICATED BELOW PROVIDED THERE ARE NO CHANGES IN THE BUSINESS NAME OR OWNERSHIP. ALSO, THERE MAY BE NO DELETIONS, MODIFICATIONS OR ADDITIONS TO THE APPROVED USE. ALL CHANGES LISTED ABOVE WILL REQUIRE ISSUANCE OF A NEW CERTIFICATE OF USE.

THIS CERTIFICATE OF USE DOES NOT RELIEVE THE APPLICANT FROM COMPLIANCE WITH ANY FEDERAL, STATE, OR LOCAL REGULATIONS YOU ARE ALSO REQUIRED TO ALLOW ZONING INSPECTIONS AT ANY REASONABLE TIME BY REPRESENTATIVES OF THE DEPARTMENT. FOR MORE INFORMATION, PLEASE CONTACT THE ZONING PERMIT SECTION AT (786) 315-2666. IN ADDITION TO THE ZONING PERMIT SECTION, APPLICANT MUST ALSO CONTACT THE BUILDING DEPARTMENT AT (786) 315-2100 FOR OCCUPANCY REQUIREMENTS AND LOCAL BUSINESS TAX RECEIPT AT (305) 278-4949.

2/ 4/2014 11:29 HNATALY 201402040054 TCPM9391 CENTRAL 229.79

RICK SCOTT, GOVERNOR

JONATHAN ZACHEM, SECRETARY

STATE OF FLORIDA  
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION  
FLORIDA BOARD OF AUCTIONEERS

LICENSE NUMBER	
AB3392	

The AUCTION BUSINESS  
Named below IS LICENSED  
Under the provisions of Chapter 468 FS.  
Expiration date: NOV 30, 2019

BIDERA LLC  
4995 NW 72 AVE SUITE 405  
MIAMI FL 33166




ISSUED: 10/19/2017      DISPLAY AS REQUIRED BY LAW      SEQ # L1710190002732

RICK SCOTT, GOVERNOR

JONATHAN ZACHEM, SECRETARY

STATE OF FLORIDA  
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION  
FLORIDA BOARD OF AUCTIONEERS

LICENSE NUMBER	
AU3744	

The AUCTIONEER  
Named below IS LICENSED  
Under the provisions of Chapter 468 FS.  
Expiration date: NOV 30, 2019

PERERA, ARMANDO  
4995 NW 72 AVE SUITE 405  
MIAMI FL 33166




ISSUED: 10/19/2017      DISPLAY AS REQUIRED BY LAW      SEQ # L1710190002715

*Location, contact info and staff personnel.*

4995 NW 72<sup>nd</sup> Avenue, Suite 405 Miami, FL 33166  
Email: [ap@bidera.com](mailto:ap@bidera.com), [support@bidera.com](mailto:support@bidera.com)  
Office 305 822 5000 Fax 305 822 5007 Cell 305 345 7490

Bidera Government Solutions employs a total staff of 5 providing business and event management and auction staffing.

**D. Firm's Related Experience and Qualifications.**

Bidera Government Auction Services is pleased to present our response to the City of North Miami's Request for Proposals for Auction Services (RFP 23-18-19).

Since our founding in 2007, Bidera has enjoyed organic growth as a business. Our reputation for excellence has spread by word of mouth from one municipality and department to another and today, we serve the auction needs of 37 towns and cities across the State of Florida. Among our more prominent clients are the City of North Miami, the City of North Miami Beach and the Miami Dade County Public Schools. Our expansion is built upon our success as evidenced by our growing list of municipal clients and the development of a registered bidders list of over 6,000 buyers. Bidera has developed a long reach and the City of North Miami can leverage our long-standing contacts with buyers from across the United States, the Caribbean, Central and South America and Europe.

If Bidera enjoys the benefits of organic growth, it's built upon our experience and lessons learned. Municipal clients turn to Bidera because of our comprehensive services, the management of successful auctions, our integrity and our ability to generate interest among an ever-growing range of buyers. In turn, our buyers have come to depend on Bidera for our honest appraisal of government surplus and our transparency. We built our business on the firm knowledge that trust is not an emotion. It's a product.

Bidera has produced over 500 on-site and online auctions. Over the years, we've generated \$14.5 million in revenue. Individual auctions gain client revenues ranging from \$5,000 to \$700,000. Throughout our response, we present our services and management practices, advertising and promotion channels methodologies; our references and technology to support the City of North Miami's requirements.

Bidera provides comprehensive auction management services from the initial assessment and organization of inventory into lots (these are designed to gain maximum revenues), through the development of the catalog, effective multi-channel marketing advertising and promotion of the auction event to the final sale, collection and processing of payment and the transfer of inventory and reporting.

Our company has a highly qualified and bilingual staff to effectively communicate with our buyers throughout the auction process. Every auction is personally coordinated and managed by the founder and auctioneer Armando Perera who takes care of the process with honesty, trust and efficiency.

## Qualification Statement

Bidera has a complete and comprehensive understanding of the Scope of Work and all of its requirements, this has been our stock and trade for over 25 years. We will meet and exceed all requirements with experience and deeply established management processes that have evolved to deliver results. Bidera has staged and managed over 500 successful on-site & online auctions since our founding in 2007. Closed auction sales have ranged from \$5,000 to \$700,000 depending on the needs of the City. Bidera has achieved better than fair prices for motor vehicles, vessels, heavy equipment, personal property, restaurant equipment and scrap metals.

In the last quarter of 2018 alone, Bidera sold over 580 motor vehicles totaling \$1,104,000.00 in revenues for our client cities. In many instances, our auctions have doubled and, in some cases, tripled their expected revenues. Our projected revenue for 2019 with the present city contracts is \$4,800,000.00. Current and past auction results are clearly posted on our website at <http://bidera.hibid.com/auctions/past/>

Our auctions will provide your agency with a full-service platform: with onsite cataloging, video and photography, a deeply developed online marketing / advertisement strategy, payment collection, same day/next day auction reports and payment disbursement within 10 business days.

Bidera founder and President Armando Perera brings over 25 years' experience in the automotive and export industries. He has developed the all-critical relationships with regional, national and international buyers. He understands their needs and the markets they serve and is in a position to personally invite selected buyers to the City of North Miami's auctions. This is key driver of pricing in the auction environment.

We offer comprehensive services from initial inventory assessment through auction production, payment processing and post auction management. Our clients have our complete attention as our efforts are focused on South Florida and the company is not seeking further expansion beyond the region. Bidera Government Solutions employs a total staff of 5 providing business and event management and auction staffing.

Mr. Perera has over 12 years' experience in providing surplus inventory auction services to government clients. He will be supported by a trained experience staff including Mrs. Ismelba Ramirez, charged with all accounting functions. Mrs. Grace Monaco, charged with administrative operations Mr. Jonah Gouin, charged with digital media & advertising and Mr. Julio Sacco, as the field operations assistant. Bidera is fully staffed and will arrive on the scene fully prepared to start work on Day One of the contract.

## Comparable Contracts

Company: **MIAMI DADE COUNTY PUBLIC SCHOOLS**  
Description of work: **Surplus Auction Services Online, Prime Contractor**  
Dates covering the term of the contract: **3/09/2016 to 3/08/2019 (May be extended for 2 additional 1 year periods)**  
Client contact person and phone number: **CARLOS LIMON, Director (786)275-0600.**

Company: **CITY OF DORAL**  
Description of work: **Surplus Auction Services Online, Prime Contractor**  
Dates covering the term of the contract: **7/20/2016 Annual renewal.**  
Client contact person and phone number: **ADAM N. TEMPLE, Director of code compliance (305)593-6380.**

Company: **CITY OF DEERFIELD BEACH**  
Description of work: **Surplus Auction Services Online, Prime Contractor**  
Dates covering the term of the contract: **8/14/2015 Annual renewal.**  
Client contact person and phone number: **DAVID SANTUCCI, Assistant City Manager (954)480-4200.**

Company: **CITY OF SOUTH MIAMI**  
Description of work: **Surplus Auction Services Online, Prime Contractor**  
Dates covering the term of the contract: **6/16/2014 to 6/17/2019**  
Client contact person and phone number: **STEVE SKULICK, Chief Procurement Officer (305)633-6339**

Company: **CITY OF NORTH LAUDERDALE**  
Description of work: **Surplus Auction Services Online, Prime Contractor**  
Dates covering the term of the contract: **6/30/2015 To 6/20/2018**  
Client contact person and phone number: **GEORGE KRAWCZYK, Public Work Utility Director (954)597-4756**

## List of Clients



### CITY OF MIRAMAR

Location: 2200 Civic Center Place Miramar, FL 33025  
Contact Name: Gary Bannister, Procurement Manager  
Phone Number: (954) 602-3257



### CITY OF PEMBROKE PINES

Location: 8300 South Palm Drive Pembroke Pines, FL 33025  
Contact Name: Teira Pineda  
Phone Number: (954) 494-5036



### CITY OF NORTH MIAMI BEACH

Location: 17011 NE 19 AVE, Rm 315 North Miami Beach, FL 33162  
Contact Name: Pedro Dominguez, Fleet Director  
Phone Number: (305) 725-4027



### CITY OF HOLLYWOOD

Location: 2600 Hollywood Blvd. Rm 303 Hollywood, FL 33020  
Contact Name: Paul Bassar, Director of Procurement & Contract Compliance  
Phone Number: (301) 906-4630



### CITY OF CORAL GABLES

Location: 2800 S.W. 72nd Avenue Miami, FL 33155  
Contact Name: Steve Riley  
Phone Number: (305) 460-5144



**BROWARD SHERIFF'S OFFICE**

Location: 2601 West Broward Boulevard Fort Lauderdale, FL 33312  
Contact Name: Victor Gouissetta  
Phone Number: (954) 964-9431



**TOWN OF GOLDEN BEACH**

Location: 1 Golden Beach Drive Golden Beach, FL 33160  
Contact Name: Giovanni Diaz  
Phone Number: (305)331-4491



**NORTH BAY VILLAGE**

Location: 1666 Kennedy Causeway 3rd Floor North Bay Village, FL 33141  
Contact Name: Bert Wrains, Finance Director  
Phone Number: (305)756-7171



**MIAMI SHORES VILLAGE**

Location: 10050 N.E. 2nd Avenue, Miami Shores, Florida 33138  
Contact Name: Jim Mc Coy, Sanitation / Fleet Supervisor  
Phone Number: (305)795-2240



**THE TOWN OF MEDLEY**

Location: 7777 NW 72 Ave Medley, FL 33166  
Contact Name: Chief Janette Said  
Phone Number: (305) 887-9541



**CITY OF WEST MIAMI**

Location: 901 SW 62 Avenue West Miami, FL 33144  
Contact Name: Juan Peña  
Phone Number: (305)266-4214



**CITY OF HIALEAH**

Location: 900 East 56 Street Hialeah, FI 33013  
Contact Name: Anibal Rioseco  
Phone Number: (305)558-2611



**CITY OF HIALEAH GARDENS**

Location: 10001 NW 87 ave Hialeah Gardens, FI 33016  
Contact Name: Manny Carrera  
Phone Number: (305)342-3398



**VILLAGE OF KEY BISCAYNE**

Location: 88 West McIntyre Street Key Biscayne, FL 33149  
Contact Name Lieutenant Brett Capone  
Phone Number: (786)877-7080



**VILLAGE OF BISCAYNE PARK**

Location: 893 NE 109th Street, Biscayne Park, FL 33161  
Contact Name Nicholas Wollschlager, Chief of Police  
Phone Number: (954)551-6885



**CITY OF SWEETWATER**

Location: 500 S.W. 109 Ave. Sweetwater, FL 33174  
Contact Name Jennifer Maroño  
Phone Number: (305)221-0411

**BAL HARBOUR**  
- VILLAGE -

**BAL HARBOUR VILLAGE**

Location: 655-96th Street Bal Harbour, Fl 33154  
Contact Name Mauricio Escarra, Communications/Code Enforcement Manager  
Phone Number: (305)632-8860



**VIRGINIA GARDENS POLICE DEPARTMENT**

Location: 6498 NW 38th Terrace, Virginia Gardens, FL 33166  
Contact Name Chris Fonseca  
Phone Number: (305)323-3044



**VILLAGE OF PINECREST**

Location: 12645 Pinecrest Parkway Pinecrest, Florida 33156  
Contact Name: Ivan Osores  
Phone Number: (305)234-2109



**CITY OF MARGATE**

Location: 102 N. Rock Island Road City of Margate, FL 33063  
Contact Name: Douglas E. Smith, City Manager  
Phone Number: (954)480-4263



**SCHOOL BOARD OF BROWARD COUNTY**

Location: 2600 NW 18th Terrace Pompano Beach, FL 33066  
Contact Name: Larisa Seda, Buyer Purchasing Agent  
Phone Number: (754) 321-0524



**BROWARD COUNTY**

Location: 1 North University Drive Suite 3100A, Box 309 Plantation, FL 33324  
Contact Name: Yasmin Teja, Purchasing Agent II  
Phone Number: (954) 357-6066

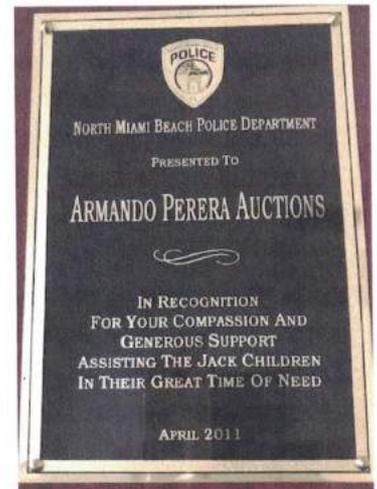
## Auctioneer & Staff. Qualification, training & Experience

### **ARMANDO PERERA:** *President, Owner and Auctioneer*

Mr. Perera personally handles all aspects of the company's daily operations; marketing, sales, bid calling of auctions, asset redeployment, logistics and public service. Performs live auction Bid-Call in English & Spanish simultaneously and is a personal property appraiser with an extensive knowledge of automotive and heavy equipment market value.

Since its conception, it was imperative for Armando to create a company that could change the status quo. He has provided creativity and innovation; communication and leadership in introducing the auction industry to the Hispanic community in South Florida and beyond. He is the driving force behind the expansion of our buyer's network into Latin America. Armando has educated our auction followers to expect nothing less than our honest professional opinion, transparency and hard work. He built a company where trust is a deliverable.

Armed with a full service bilingual auction company Armando works closely with local government agencies to sell their surplus property in the public domain. He actively leads the company to understand the complexities of community-based initiatives and has received multiple recognitions for outstanding community work.



- Licensed Auctioneer / Licensed Business Auction. *FL License # AU3744*
- Accredited Auction Real Estate
- Graduate Personal Property Appraiser
- Licensed Real Estate Broker
- REO Certified Realtor
- Extensive knowledge of Import/ Export laws

Bidera is a member of the following associations:

- National Auctioneer Association
- Florida Auctioneer Association
- South Florida Board of Realtors

**ISMELBA RAMIREZ: Accounting**

Mrs. Ramirez brings extensive accounting experience to the company, performing daily accounting activities including reconciliations of bank and credit card accounts, overseeing taxes, coordination and creation of financial reports and reviewing financial reports/support as necessary. Analyzing and reporting on financial status including income statement variances, communicating financial results to management and budget preparation. Improving systems and procedures and initiating corrective actions.

- 15+ years accounting experience
- Expertise with QuickBooks
- Extensive knowledge of US GAAP
- Advanced computer skills in MS Office, Excel and accounting software and databases
- Excellent organizational, problem-solving, project management and communication skills
- Additional experience in Audit and International accounting
- Bachelor in Public Accounting, Santa Maria University, Venezuela – 2003

**GRACE MONACO: Administrative Auction Clerk**

Mrs. Monaco performs the day to day operations with the responsibilities of devising and maintaining office systems, auction scheduling control, auction closing procedures, data management and filing of auction records, administrative procedures, providing customer support and also responsible to support and assist in data entry for accounts payable and coordinate digital advertising including creating overall social media strategies. Monitors and updates Bidera's website. Contributes and leads the integration of new office protocols based on changing processes, emerging technologies and customer input.

- 10+ years auction software platforms experience
- Significant multi-year experience running ad campaigns on a variety of display and search advertising mediums
- Holds certification in Google AdWords advertising platform
- Knowledge of website & auction software development
- Excellent organizational, problem-solving, project management and communication skills
- Bachelor of Science in Industrial Design, TAI of Ft. Lauderdale – 2001

**JULIO SACCO: Field Auctioneer's Assistant I.**

Mr. Sacco, works closely with the auctioneer in support of reporting and documenting motor vehicle specs & condition, starting vehicles for inspection as well as the preparation of all the items included in the sale. Will lead the buyer's preview (by appointment) and check-out schedule, collection of signed forms and proof of title transfer. Assists buyers and towing companies on site with any questions or concerns.

- 5 years of property management experience
- Knowledge of automotive industry
- Excellent organizational, problem-solving, project management and communication skills

**CARLOS RAMOS: Field Auctioneer's Assistant II.**

Mr. Ramos, works closely with the auctioneer in support of reporting and documenting motor vehicle specs & condition, starting vehicles for inspection as well as the preparation of all the items included in the sale. Will assist with buyer's preview and check-out schedule, collection of signed forms and proof of title transfer. Assists buyers and towing companies on site with any questions or concerns.

- 10 years of customer service experience
- Knowledge of automotive industry
- Excellent organizational, problem-solving, project management and communication skills

**JONAH GOUIN: Digital Media.**

Mr. Gouin, Is responsible for the development of marketing and advertising campaigns and concepts. Collaborates in the creation of the online catalog. Optimizing images, video and content in support of detailing and completion of the catalog. Proposes, updates and maintains advertising schedules. Coordinates mailings, and other marketing materials. Tracks metrics and provides regular reports to management. Experience running ad campaigns on a variety of display and search advertising mediums

- Knowledge of auction software & website development
- 15+ years professional photography experience
- Excellent organizational, problem-solving, project management and communication skills
- Bachelors of Business Administration, University of Hawaii – 1992.

## **E. Proposed Approach and Methodology.**

### **a. Suitability of the methodologies and approaches used in achieving tasks**

Bidera proposes to free the City of North Miami of all the work involved in setting up their auction. This means that we will take care of the auction process completely from the moment we have an inventory list from you or when you show us the items that you want to auction off. When Bidera is contracted by the City to set up an auction (online) we will provide a schedule of the work to be done from initial assessment through closing. Bidera will assign experienced personnel to assess, inventory and organize, optimize (by lot) and stage all items available for sale.

Two major factors in our approach have supported success across a range of auctions: our professional experience in lot organization and the deployment of online auction services. Lot organization rests on two components, understanding the inventory and understanding the market. In the main, this is a matter of balance in the mixing of higher value inventory with less value items disbursed within the lot. The auctioneer's goal is to gain the highest revenue to the City while not diminishing the value to the buyer. At the same time, the City expects and needs the surplus inventory eliminated to the highest degree possible. That's the balancing act.

## b. Overall organization to providing the requested services

When Bidera is contracted by the City to set up an auction we will provide a schedule of the work to be done from initial assessment through closing. Bidera will assign experienced personnel to assess, inventory and organize, optimize (by lot) and stage all items available for sale.

Bidera staff will organize all merchandise into lots structured to bring maximum profit from the sale and tag all items to be sold online though items might be resident in different locations. Each lot and its associated details will be photographed onsite to create the online catalog. Where appropriate, Bidera also employs video files in the creation of our online catalogs. This is particularly useful in vehicle auctions.

Bidera is meticulous with the preparation of vehicles, checking all V.I.N. numbers, recording mileage, jump starting vehicles when needed, engaging transmission, reporting on engine apparent condition, applying brakes, checking A/C, steering wheel, tires, paint, body and interior condition, reporting missing parts and noting auctioneer's overall vehicle condition opinion. Similar preparation method is applied to each type of heavy equipment, vessel, and specialty equipment.

\*Please note that where present, Bidera can add the City's internal property reference numbers into our system. We understand that these identifiers are essential in reporting the disposition of the City's "fixed assets," and as the selected vendor, we will support that effort.

## c. Ability to meet timelines and deadlines

Bidera will meet with the City's auction project manager(s) to arrange for a site inspection, reviewing the physical set-up of the auction, inventory staging and the event schedule established, including all set-up/breakdown requirements, bidder inspection and event staffing throughout the process. Bidera typically arrives onsite three weeks prior to the auction event to organize the inventory, performing photography, video, lot organization/optimization and other tasks. The meeting will predate the three-week benchmark.

Bidera currently produces auction events for 37 municipal/agency clients throughout the region. Of these, eight (8) generate adequate surplus inventories to support independent auctions and require between 2 and 3 auctions each throughout the year. with all contracts satisfied over the course of 20 weeks annually. The remaining 29 clients require the production of amalgamated auctions (combined inventories). These account for about eight weeks over the course of the year.

The vast majority of auctions now take place online and Bidera typically allocates 5 working days to support the production of each auction. Our current schedule provides for 22 weeks during the year to produce online auctions for the City of North Miami. We have a very flexible approach to scheduling and expend every effort to meet the scheduling needs of all our clients.

#### d. Advertising Methods

Bidera employs a full range of local print media and digital advertising methods to promote our auction events in English and Spanish language formats.

Digital Media: Over the years more than 6,000 buyers have registered with us online and at previous onsite auctions. Our platform supports buyer notification by email blasts and “push” notifications to social media to reach all of them. Digital notices are placed on professional auctioneer’s association database platforms including: [www.Auctionflex.com](http://www.Auctionflex.com), [www.AuctionZip.com](http://www.AuctionZip.com), [www.Auctioneers.org](http://www.Auctioneers.org) and [www.craigslist.com](http://www.craigslist.com) and the Google advertising platform. Our municipal clients reach local, national and international buyers with pronounced effect. We increase our new buyers by between 20% and 35% at every auction as we extend our reach.

Print Media: We will post local newspaper ads on behalf of City of North Miami for 2 weeks prior to auction day to satisfy local ordinances and achieve maximum exposure for the auction. Bidera provides bilingual print advertising with placement in The Miami Herald (English) and El Nuevo Herald (Spanish Newspaper)

All marketing channels link back to Bidera’s customized client auction/catalog pages directly where buyers will view the offerings.

Bidera provides a value-added feature that is simply unavailable elsewhere. The City of North Miami will leverage the deep, long-term relationship Armando Perera has with our buyers. He knows who is interested in what merchandise and will get on the phone to personally advertise specialty surplus to the right buyers. He knows your market – and theirs.

#### e. Auction process

We will arrive on site to begin work on a date selected by the City at least 3 weeks prior to the auction. Once there, Bidera will organize items into lots that we feel will bring the highest revenue. Then it will be photographed and cataloged and uploaded to the City’s customized page at [www.bidera.com](http://www.bidera.com) Dates for the beginning of the auction, possible preview, end of auction and pick up dates will be agreed upon between the City and Bidera in advance. This timeline will then be posted on the auction website for the general public. The City of North Miami has the option to offer a preview day, where the prospective bidders can physically view and inspect the items. Our staff will be onsite logging attending viewers.

Bidera agrees to provide the following services to the City of North Miami regarding the sale of their Surplus:

- Bidera will advertise and conduct all administrative functions related to the sale of their items under the provisions of Chapter 468 F.S.
- All bidders will be notified by Bidera that all vehicles sold by the City of North Miami are Sold As-Is, Where-Is, with no warranty expressed or implied.
- Upon receipt of payment in full Bidera will provide the buyer with a “Paid in Full” receipt.
- Bidera will develop a customized webpage for the City of North Miami with all digital marketing directed there by active link. The page will have the City of North Miami Logo and present the auction catalog with descriptions, images and videos when present, along with the terms and conditions of the auction.

- Following the auction, Bidera will deploy staff for 3 business days for check out to support the transfer and dispatch of the sold vehicles.
- Bidders must show proof of payment and transfer of ownership prior to retrieving their purchases.
- After the checkout period day, the City of North Miami will assist any remaining out of State buyers pending pick-up.
- Out of State buyers may take up to 7 days to pick up and local buyers have 3 days to pick up.

Payment will be issued to the City of North Miami within 10 business days following auction close.

On [www.bidera.com](http://www.bidera.com) the general public can view current and past auctions. Bidders may register and login with the provision of a valid credit card. Bidera employs TLS1.2 in our SSL cert for the secure transmission of information.

Security: Sensitive data is stored using high-level encryption. We do not store buyer payment information. It is securely redirected to our PCI compliant First Data merchant service. Servers are located in a restricted access level 4 data center.

Property Transfer: The buyer will receive an "Unpaid" invoice with their total balance including itemized purchases, buyer's premium and sales taxes when applicable. They then can make their payment with a credit card or can wire the payment to a Bidera account, or by bringing the payment to our offices. Once paid, the buyer will receive a "Paid in Full" invoice.

Winning bidders will be instructed to provide a "Paid in Full" invoice, photo ID and proof of registration (where title transfer is required) prior to retrieving their purchases at the City's location. We will also take care of issues such as checking V.I.N numbers making sure all vehicle titles are transferable and ordering duplicate titles when the City does not provide one. We have found this method to work very well. Bidera assures that all vehicles, vessels & trailers baring a title shall be transferred to a new owner using a local DMV, relieving the City from any future liabilities.

Similar arrangements have been made to support the transfer of items controlled by other municipal offices. We have found this method to work very well. Bidera will present an auction plan including payment processing and the documented transfer of items.

Reporting: As Project Manager for Bidera, Mr. Perera will be responsible for generating and delivering all reports of business. Bidera will provide Microsoft Excel-based reporting to include all unit numbers and lot number, along with its description, city Account Division code(s) or a separate account by agency (as directed by the City). The report will also include:

- A registered buyer profile with bidder number, name, address, email, phone number and dealer/tax status.
- The entry of each lot sold by number, the buyer number and price paid.
- The buyer's invoice with buyer number, all contact information, lot number(s) purchased with their descriptions and selling price(s), Taxes paid if applicable and the invoice total.
- Lots sold (by agency) and a summary by agency.
- An overall summary of the auction event including sales taxes by agency.

All electronic records will be maintained by Bidera in a secured environment throughout the term of the contract and for a period of no less than five (5) years after termination. Past auction results of each item can also be viewed at [www.bidera.com](http://www.bidera.com)

The City of North Miami Terms & Conditions will be displayed as part of the online auction. By registering, the buyer agrees to the terms and conditions of the auction.

Bidera will be requiring that all bidders execute the City of North Miami's Bidder Contract form upon registration and the form will include the assigned bidder reference number. We will establish the method of providing these forms to the City upon start-up and anticipate that the City will want electronic files generated.

#### f. Auction equipment

Bidera will provide a golf cart as a mobile working space to inspect and catalog the online auction inventory and transport the auctioneer. It is properly equipped with computers, tablets, cameras and all equipment necessary to support the auctioneer & staff. A Jump Box will also be located on-site to deal with any dead vehicle batteries. Bidera will occasionally deploy a drone to photograph bigger lots.

### F. Cost Proposal

#### City of North Miami cost proposal RFP No. 23-18-19

This includes the sale of the entire City surplus. Not limited to the following: Vehicles, heavy equipment, parts, fire and rescue trucks, vessels, police forfeiture, personal property, restaurant equipment, landscaping equipment, scrap metals, furniture, electronics and real estate.

**Fixed Percentage Commission Charge 0%**

**Fixed Percentage Buyer's Premium 10%**

### G. Certified Minority Business Enterprise.

Bidera is not a certified minority business enterprise.

**H. References.****REFERENCES (Form A-14)**

List a minimum of three (3)

Name: Miami Dade County Public Schools Contact: Executive Director  
 Address: 7001 SW 4 Street  
 City: Miami State: FL Zip: 33144  
 Contact Person: Carlos Limon  
 Phone: (786)275-0600 E-Mail: climon@dadeschools.net  
 Type of Job Performed & Cost Auction Services, Prime Contractor  
Invoiced value of surplus \$ 1.330.000,00

Name: City of Deerfield Beach Contact: PURCHASING MANAGER  
 Address: 401 SW 4th Street  
 City: Deerfield Beach State: FL Zip: 33441  
 Contact Person: Ivelsa Guzman  
 Phone: (954)480-4486 / (954)299-5255 E-Mail: iguzman@deerfield-beach.com  
 Type of Job Performed & Cost Auction Services, Prime Contractor  
Invoiced value of surplus \$700.000,00

Name: City of Miramar Contact: Procurement Manager  
 Address: 2200 Civic Center Place  
 City: Miramar State: FL Zip: 33025  
 Contact Person: Gary Bannister  
 Phone: (954)602-3257 E-Mail: gabannister@miramarfl.gov  
 Type of Job Performed & Cost Auction Services, Prime Contractor  
Invoiced value of surplus \$605.000,00

## I. Office Location.

Bidera is located in the city of Miami at 4995 NW 72 Ave. Bidera's president, Mr. Armando Perera, will be the point of contact for all questions and requests regarding an auction. He may be contacted directly by phone at (305) 345-7490 (cell) or by email at AP@bidera.com. We have a very flexible approach to scheduling and expend every effort to meet the scheduling needs of all our clients. We have successfully produced and completed over 500 auctions for our cities and municipalities in a timely manner. Our efforts are focused on South Florida and the company is not seeking further expansion beyond the region.

In the last 2 months we have produced and completed auctions for the following cities and municipalities:

• Village of Miami Shores,	• Miami Dade County Public Schools,
• Broward Sheriff's Office Fire Department,	• City of Coconut Creek,
• City of West Miami,	• City of Coral Gables,
• Miami Springs Golf Course and Police Department,	• City of Hialeah.

Examples of past auction results are clearly posted on our website at <http://bidera.hibid.com/auctions/past/>

## J. Local Business Preference.

N/A

### K. Additional Information.

The table below demonstrates many of the benefits of Bidera online auction method vs. other online auction platforms:

<b>BIDERA ONLINE AUCTION METHOD</b>	<b>OTHER ONLINE AUCTION SERVICES</b>
Your surplus is in great hands. An experienced auctioneer and personal property appraiser prepares the City’s surplus catalog with detailed item and condition reporting, videos and photos. We specialize in maximizing revenue for vehicles and heavy equipment. Our buyers have come to depend on the auctioneer’s comments and contact him directly with surplus questions.	Other services only provide a platform. All the work must be done by the City. Limited experienced City employees must prepare and upload the entire surplus catalog. Limited or inaccurate information diminishes buyer confidence or may give the appearance of collusion.
Our auction software allows us to resale items to the backup bidder. This is extremely useful in the event an item is abandoned. We document and maintain clear records of all changes.	Not capable of reselling an item. Item/s has to be sold in a future auction.
We advertise the surplus extensively on your behalf. Contact buyers directly by phone. Place surplus in specialty publications if necessary. Place an ad of the upcoming auction in the local newspaper as required by Chapter 274.06	Not designed to advertise outside of its online platform.
An evaluation conducted by the City of Miramar concluded that our auctions yield more revenue for them when compared to Public Surplus, Gov Deals and other platforms they have used in the past.	The City does all the work to produce an auction, adding operating costs for the City.
Payment is collected on your behalf. Automated credit card payments are integrated with our auction software. Buyers can also pay via bank transactions. Buyer experience comes full circle when finalizing their purchases with our courteous staff.	City employees collect payment.
Check out times are advertised accordingly and done by appointment. Buyers are accompanied by our staff.	Check out is done by the City’s employees.

No other auction company provides the municipal client with the advantages found at Bidera. We offer comprehensive services from initial inventory assessment through auction production, payment processing and post auction management.

### L. Litigation.

Bidera is involved in no litigation and no debarment has ever been placed upon Bidera.

# M. Insurance Requirements.



## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
02/11/2019

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

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

<b>PRODUCER</b> Fortun Insurance, Inc 365 Palermo Avenue  Coral Gables FL 33134-6607		<b>CONTRACT NAME:</b> Judith Grave de peralta	
		<b>PHONE (A/C, No, Ext):</b> (305) 445-3535	<b>FAX (A/C, No):</b>
		<b>E-MAIL ADDRESS:</b> Judith.gravedeperalta@fortuninsurance.com	
		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A:</b> Scottsdale	<b>NAIC #</b> 10672
		<b>INSURER B:</b> MAPFRE Insurance Co.	34932
		<b>INSURER C:</b> United States Liability Ins.	25695
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER:** 18/19 Master      **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			CPS2780026	03/05/2018	03/05/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY			5204070000820	07/20/2018	07/20/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Underinsured motorist \$ 500,000
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE  DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in Fla) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A			PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
C	Real Estate Error & Omissions Auctioneers Error & Omissions			REA1560768D/SP1559320C	04/11/2018	04/11/2019	REA/ Ded: \$2,500 \$1,000,000 SP/ Ded: \$2,500 \$1,000,000

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

<b>CERTIFICATE HOLDER</b>  City of North Miami 776 NE 125th Street  North Miami FL 33161	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  
---	--

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ACORD 25 (2016/03)      The ACORD name and logo are registered marks of ACORD



JIMMY PATRONIS  
CHIEF FINANCIAL OFFICER

STATE OF FLORIDA  
DEPARTMENT OF FINANCIAL SERVICES  
DIVISION OF WORKERS' COMPENSATION

**\*\* CERTIFICATE OF ELECTION TO BE EXEMPT FROM FLORIDA WORKERS' COMPENSATION LAW \*\***

**NON-CONSTRUCTION INDUSTRY EXEMPTION**

This certifies that the individual listed below has elected to be exempt from Florida Workers' Compensation law.

**EFFECTIVE DATE:** 3/17/2018

**EXPIRATION DATE:** 3/16/2020

**PERSON:** PERERA

ARMANDO

**FEIN:** 463100185

**BUSINESS NAME AND ADDRESS:**

BIDERA LLC

4995 NW 72 AVE SUITE 405

MIAMI

FL

33166

**SCOPE OF BUSINESS OR TRADE:**

Salespersons or  
Collectors  Outside

---

IMPORTANT: Pursuant to Chapter 440.05(14), F.S., an officer of a corporation who elects exemption from this chapter by filing a certificate of election under this section may not recover benefits or compensation under this chapter. Pursuant to Chapter 440.05(12), F.S., Certificates of election to be exempt... apply only within the scope of the business or trade listed on the notice of election to be exempt. Pursuant to Chapter 440.05(13), F.S., Notices of election to be exempt and certificates of election to be exempt shall be subject to revocation if, at any time after the filing of the notice or the issuance of the certificate, the person named on the notice or certificate no longer meets the requirements of this section for issuance of a certificate. The department shall revoke a certificate at any time for failure of the person named on the certificate to meet the requirements of this section.

DFS-F2-DWC-252 CERTIFICATE OF ELECTION TO BE EXEMPT REVISED 08-13

QUESTIONS? (850)413-1609

**N. RFP Forms.**

FORM A-1



SWORN STATEMENT UNDER SECTION 287.133(3)(a), FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES

THIS FORM MUST BE SIGNED AND SWORN TO IN THE PRESENCE OF A NOTARY PUBLIC OR OTHER OFFICER AUTHORIZED TO ADMINISTER OATHS.

1. This sworn statement is submitted to BIDERA, LLC [print name of public entity]

by ARMANDO PERERA [print individual's name and title]

for ARMANDO PERERA [print name of entity submitting sworn statement]

whose business address is 4995 NW 72 Ave Suite 405 MIAMI, FL 33166

and (if applicable) its Federal Employer Identification Number (FEIN) is 46-3100185 (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: )

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

4. I understand that an "affiliate" as defined in Paragraph 287.133 (1)(a), Florida Statutes, means:
1. A predecessor or successor of a person convicted of a public entity crime; or
2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

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

FORM A-1



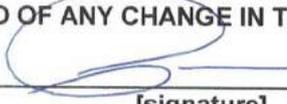
6. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. [indicate which statement applies.]

Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. [attach a copy of the final order]

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.



[signature]

Sworn to and subscribed before me this 15 day of February, 2019.

Personally known \_\_\_\_\_

OR Produced identification Florida DL Notary Public - State of Florida

Driver license P660-000-68-296-0 My commission expires 04/19/2020  
(Type of Identification)

(Printed typed or stamped Commissioned name of Notary Public)

 **Anabel Diaz**  
State of Florida  
My Commission Expires 04/19/2020  
Commission No. FF 983914



**FORM "A-2"**  
**NON-COLLUSIVE BIDDER CERTIFICATE**  
**STATE OF FLORIDA**  
**COUNTY OF MIAMI-DADE**

Before me, the undersigned authority, on this day personally appeared ARMANDO PERERA (Authorized Officer), who being by me duly sworn, deposes and says:

1. That he/she is the PRESIDENT of the corporation/partnership known and styles as BIDERA LLC., duly formed under the laws of the State of FL, on JUNE 24, 2019, is duly authorized to represent such corporation/partnership in the making of this Affidavit and certification.

2. That BIDERA LLC. (corporation/partnership) has not, within 6 months next preceding the date of this affidavit, entered into any combination, contract, obligation, or agreement to create nor that may tend to create or to carry out any restriction on secret, competitive bidding on the procurement of AUCTION SERVICES, to fix, maintain, increase, or reduce the price set out in the Proposal (bid) on the Project; to fix or maintain any standard or figure whereby the price bid in the Proposal is or has been in any manner affected, controlled, or established; or in any other manner to prevent or lessen competition in the bidding for the Project.

3. That BIDERA LLC. (corporation/partnership) has not, during such time, entered into, executed, or carried out any contract, obligation, or agreement with any person, corporation, or association of persons not to bid on this Project below a common standard or figure, to keep the price thereof at fixed or graded figures, to preclude a fair and unrestricted competition in the bidding of this Project, to regulate, fix or limit the bidding on the Project, or to abstain from engaging in the bidding on the Project, or any portion thereof.

4. That BIDERA LLC. (corporation/partnership) has not within 6 months next preceding the date of this Affidavit, either directly or through the instrumentality of trustees or otherwise, acquired assets shares, bonds, franchise, or other rights in or physical properties of any other corporation or partnership for the purpose of preventing or lessening, or in a manner that tends to affect or lessen, competition in the bidding on this Project.

5. That BIDERA LLC. (corporation/partnership) has not within such time entered into any agreement or understanding to refuse to buy from or sell to any other person, corporation, firm, or association of person who bids on the Project.



6. That no officer of BIDERA LLC. has, within Affiant's knowledge, during such 6 months made on behalf of its or for its benefit any such contract or agreement as is specified in this Affidavit.

7. That these representations and warranties will be true at the time of the bid opening.

[Signature]

By: ARMANDO PERERA

Its: \_\_\_\_\_

Authority Warranted

SWORN TO and subscribed before me this 15 day of February, 2019.

[Signature]

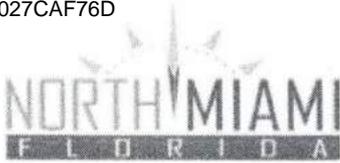
Notary Public

My Commission Expires:



Anabel Diaz  
State of Florida

My Commission Expires 04/19/2020  
Commission No. FF 983914



**FORM "A-4"**

**QUESTIONNAIRE INSTRUCTIONS**

PROJECT: AUCTION SERVICES RFP NO. 23-18-19

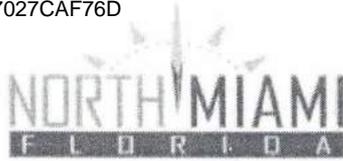
OWNER: CITY OF NORTH MIAMI

BIDDER: BIDERA LLC.

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**INSTRUCTIONS**

- A. All questions are to be answered in full, without exception. If copies of other documents will answer the question completely, they may be attached and clearly labeled. If additional space is needed, additional pages may be attached and clearly labeled.
- B. The City of North Miami shall be entitled to contact each and every person/company listed in response to this questionnaire. The Bidder, by completing this questionnaire, expressly agrees that any information concerning the Bidder in possession of said entities may be made available to the City.
- C. Only complete and accurate information shall be provided by the Bidder. The Bidder hereby warrants that, to the best of its knowledge and belief, the responses contained herein are true, accurate, and complete. The Bidder also acknowledges that the City is relying on the truth and accuracy of the responses contained herein. If it is later discovered that any material information given in response to a questions was provided by the Bidder, knowing it was false, it shall constitute grounds for immediate disqualification, termination, or rescission by the City of any subsequent agreement between the City and the Bidder.
- D. If there are any questions concerning the completion of this form, the Bidder is encouraged to contact the Purchasing Department via email at [purchasing@northmiamifl.gov](mailto:purchasing@northmiamifl.gov) or via phone: (305) 895-9886.



**QUESTIONNAIRE**

Bidder's Name: BIDERA, LLC

Principal Office Address: 4995 NW 72 AVE SUITE 405 MIAMI, FL 33166

Official Representative: ARMANDO PERERA  
Individual  
Partnership (Circle One)  
Corporation

If a Corporation, answer this:

**When Incorporated:**  
06/24/2013

In what State: FLORIDA

If Foreign Corporation:

**Date of Registration with**  
Florida Secretary of State: \_\_\_\_\_

Name of Resident Agent: \_\_\_\_\_

Address of Resident Agent: \_\_\_\_\_

President's Name: ARMANDO PERERA

Vice President's Name: \_\_\_\_\_

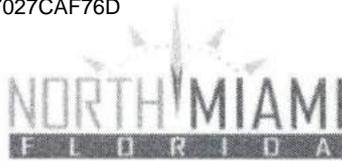
Treasurer's Name: \_\_\_\_\_

Members of Board of Directors:

If a Partnership:

Date of Organization: \_\_\_\_\_

General or Limited Partnership\*: \_\_\_\_\_



Name and Address of Each Partner:

- | <u>Name</u>  | <u>Address</u> |
|--------------|----------------|
| 1. _____ N/A | _____          |
| 2. _____     | _____          |
| 3. _____     | _____          |

\*Designate general partners in Limited Partnership

- Number of years of relevant experience in operating similar business: 12
- Have any similar agreements held by Bidder for a similar project to the proposed project ever been canceled?

Yes ( )                      No (X)

If yes, give details on a separate sheet.

- Has the Bidder or any principals of the applicant organization failed to qualify as a responsible Bidder, refused to enter into a contract after an award has been made, failed to complete a contract during the past five (5) years, or been declared to be in default in any contract in the last five (5) years?

If yes, please explain: N/A

- Has the Bidder or any of its principals ever been declared bankrupt or reorganized under Chapter 11 or put into receivership? N/A

If yes, give date, court jurisdiction, action taken, and any other explanation deemed necessary. N/A

- Person or persons interested in the proposal and Questionnaire Form \_\_\_\_\_ (~~have~~) \_\_\_\_\_ (have not) been convicted by a Federal, State, County or Municipal Court of any violation of law, other than traffic violations. To include stockholders over ten percent (10%). (Strike our inappropriate words).

Explain any convictions on a separate sheet.

- Lawsuits (any) pending or completed involving the corporation, partnership or individuals with more than ten percent (10%) interest:

A. List all pending lawsuits: N/A



B. List all judgments from lawsuits in the last five years: N/A

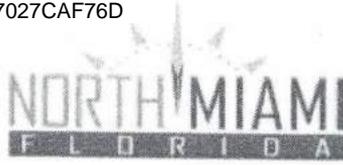
C. List any criminal violations and/or convictions of the Bidder and/or any of its principals:

N/A

7. Conflicts of Interest. The following relationships are the only potential, actual or perceived conflicts of interest in connection with this proposal: (If none, so state).

The Bidder understands that information contained in this Questionnaire will be relied upon by the City of North Miami in awarding the proposed Agreement and such information is warranted by the Bidder to be true. The undersigned Bidder agrees to furnish such additional information, prior to acceptance of any proposal relating to the qualifications of the Bidder, as may be required by the City Manager.

*The Bidder further understands that the information contained in this questionnaire may be confirmed through a background investigation conducted by the City of North Miami Police Department. By submitting this questionnaire, the Bidder agrees to cooperate with this investigation, including but not necessarily limited to fingerprinting and providing information for credit check.*



I certify that the information and responses provided on this Questionnaire are true, accurate and complete. The Owner of the Project or its representatives may contact any entity or reference listed in this Questionnaire. Each entity or reference may make any information concerning the Contractor available to the Owner.

Dated FEBRUARY 14th, 2019

CONSULTANT:

[Signature]

By Armando Perera  
Its \_\_\_\_\_

Sworn to and subscribed before me this 15 day of February, 2019

[Signature]  
\_\_\_\_\_  
Notary Public

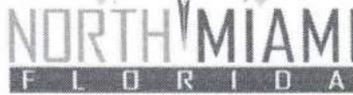
My Commission Expires:

04/19/2020



**Anabel Diaz**  
State of Florida  
My Commission Expires 04/19/2020  
Commission No. FF 983914





## Form "A-7"

### General Insurance Requirements

Bidders must submit with their bid or proposal, proof of insurance meeting or exceeding the following requirements.

- Workers' Compensation Insurance – Statutory limits and Employer's Liability Insurance - \$1,000,000
- Fidelity / Dishonesty Coverage - \$500,000 per occurrence
- Professional Liability (Errors and Omissions) Insurance –
  1. \$1,000,000 per occurrence, \$2,000,000 aggregate on dedicated project limits with a deductible (if applicable) not to exceed \$25,000.00 per claim (audited financial statements required). The certificate of insurance shall reference any applicable deductible;
  2. Claims made policy must have an extended coverage reporting period of two years past the coverage completion date;
  3. For Deductible programs or Self Insured Retention Programs an Irrevocable Letter of Credit or performance Bond for amount of SIR/Deductible is required.
- Commercial General Liability Insurance – preferably written on an occurrence form with \$1,000,000 for each occurrence, to include contractual liability, personal & advertising injury, and products/completed operations.
- Automobile Liability Insurance – \$1,000,000 combined single limit bodily injury & property damage.

The successful Bidder(s) must submit, prior to signing of contract, a Certificate of Insurance including the City of North Miami as additional insured for Commercial General Liability and Auto Liability Insurance. Consultant shall guarantee all required insurance remain current and in effect throughout the term of contract.

**Please note:** The insurance requirements listed above are general in nature and should only be used as an indication of the most frequently required levels of coverage. Actual requirements may vary and will be fully documented within each individual IFB/RFP.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
02/11/2019

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

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

<b>PRODUCER</b> Fortun Insurance, Inc 365 Palermo Avenue  Coral Gables FL 33134-6607	<b>CONTACT NAME:</b> Judith Grave de peralta <b>PHONE (A/C, No, Ext):</b> (305) 445-3535 <b>FAX (A/C, No):</b> <b>E-MAIL ADDRESS:</b> Judith.gravedeperalta@fortuninsurance.com																					
<b>INSURED</b>  Bidera LLC 4995 NW 72 Ave., #405  Miami FL 33166	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td>INSURER A :</td> <td>Scottsdale</td> <td style="text-align: center;">10672</td> </tr> <tr> <td>INSURER B :</td> <td>MAPFRE Insurance Co.</td> <td style="text-align: center;">34932</td> </tr> <tr> <td>INSURER C :</td> <td>United States Liability Ins.</td> <td style="text-align: center;">25895</td> </tr> <tr> <td>INSURER D :</td> <td></td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A :	Scottsdale	10672	INSURER B :	MAPFRE Insurance Co.	34932	INSURER C :	United States Liability Ins.	25895	INSURER D :			INSURER E :			INSURER F :		
INSURER(S) AFFORDING COVERAGE		NAIC #																				
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INSURER C :	United States Liability Ins.	25895																				
INSURER D :																						
INSURER E :																						
INSURER F :																						

**COVERAGES** **CERTIFICATE NUMBER:** 18/19 Master **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CPS2780026	03/05/2018	03/05/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			5204070000820	07/20/2018	07/20/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Underinsured motorist \$ 500,000
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
C	Real Estate Error & Omissions Auctioneers Error & Omissions			REA1550758D/SP1559320C	04/11/2018	04/11/2019	REA/ Ded: \$2,500 \$1,000,000 SP/ Ded: \$2,500 \$1,000,000

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

<b>CERTIFICATE HOLDER</b>  City of North Miami 776 NE 125th Street  North Miami FL 33161	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  
---	--



JIMMY PATRONIS  
CHIEF FINANCIAL OFFICER

STATE OF FLORIDA  
DEPARTMENT OF FINANCIAL SERVICES  
DIVISION OF WORKERS' COMPENSATION

**\*\* CERTIFICATE OF ELECTION TO BE EXEMPT FROM FLORIDA WORKERS' COMPENSATION LAW \*\***

**NON-CONSTRUCTION INDUSTRY EXEMPTION**

This certifies that the individual listed below has elected to be exempt from Florida Workers' Compensation law.

**EFFECTIVE DATE:** 3/17/2018                      **EXPIRATION DATE:** 3/16/2020

**PERSON:** PERERA                                      ARMANDO

**FEIN:** 463100185

**BUSINESS NAME AND ADDRESS:**

BIDERA LLC

4995 NW 72 AVE SUITE 405

MIAMI FL 33166

**SCOPE OF BUSINESS OR TRADE:**

Salespersons   
Collectors  Outside

**IMPORTANT:** Pursuant to Chapter 440.05(14), F.S., an officer of a corporation who elects exemption from this chapter by filing a certificate of election under this section may not recover benefits or compensation under this chapter. Pursuant to Chapter 440.05(12), F.S., Certificates of election to be exempt... apply only within the scope of the business or trade listed on the notice of election to be exempt. Pursuant to Chapter 440.05(13), F.S., Notices of election to be exempt and certificates of election to be exempt shall be subject to revocation if, at any time after the filing of the notice or the issuance of the certificate, the person named on the notice or certificate no longer meets the requirements of this section for issuance of a certificate. The department shall revoke a certificate at any time for failure of the person named on the certificate to meet the requirements of this section.



**REFERENCES (Form A-14)**

List a minimum of three (3)

Name: Miami Dade County Public Schools Contact: Executive Director  
 Address: 7001 SW 4 Street  
 City: Miami State: FL Zip: 33144  
 Contact Person: Carlos Limon  
 Phone: (786)275-0600 E-Mail: climon@dadeschools.net  
 Type of Job Performed & Cost Auction Services, Prime Contractor  
Invoiced value of surplus \$ 1.330.000,00

Name: City of Deerfield Beach Contact: PURCHASING MANAGER  
 Address: 401 SW 4th Street  
 City: Deerfield Beach State: FL Zip: 33441  
 Contact Person: Ivelsa Guzman  
 Phone: (954)480-4486 / (954)299-5255 E-Mail: iguzman@deerfield-beach.com  
 Type of Job Performed & Cost Auction Services, Prime Contractor  
Invoiced value of surplus \$700.000,00

Name: City of Miramar Contact: Procurement Manager  
 Address: 2200 Civic Center Place  
 City: Miramar State: FL Zip: 33025  
 Contact Person: Gary Bannister  
 Phone: (954)602-3257 E-Mail: gabannister@miramarfl.gov  
 Type of Job Performed & Cost Auction Services, Prime Contractor  
Invoiced value of surplus \$605.000,00



JIMMY PATRONIS  
CHIEF FINANCIAL OFFICER

**STATE OF FLORIDA  
DEPARTMENT OF FINANCIAL SERVICES  
DIVISION OF WORKERS' COMPENSATION**

**\*\* CERTIFICATE OF ELECTION TO BE EXEMPT FROM FLORIDA WORKERS' COMPENSATION LAW \*\***

**NON-CONSTRUCTION INDUSTRY EXEMPTION**

This certifies that the individual listed below has elected to be exempt from Florida Workers' Compensation law.

**EFFECTIVE DATE:** 3/17/2018

**EXPIRATION DATE:** 3/16/2020

**PERSON:** PERERA

ARMANDO

**FEIN:** 463100185

**BUSINESS NAME AND ADDRESS:**

BIDERA LLC

4995 NW 72 AVE SUITE 405 ,

MIAMI FL 33166

**SCOPE OF BUSINESS OR TRADE:**

Salespersons or  
Collectors  Outside

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IMPORTANT: Pursuant to Chapter 440.05(14), F.S., an officer of a corporation who elects exemption from this chapter by filing a certificate of election under this section may not recover benefits or compensation under this chapter. Pursuant to Chapter 440.05(12), F.S., Certificates of election to be exempt... apply only within the scope of the business or trade listed on the notice of election to be exempt. Pursuant to Chapter 440.05(13), F.S., Notices of election to be exempt and certificates of election to be exempt shall be subject to revocation if, at any time after the filing of the notice or the issuance of the certificate, the person named on the notice or certificate no longer meets the requirements of this section for issuance of a certificate. The department shall revoke a certificate at any time for failure of the person named on the certificate to meet the requirements of this section.

