

**PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF DORAL
AND
TIGERBROOK, LLC
FOR
INNOVATIVE TRAINING PROGRAM**

THIS AGREEMENT is made between **TIGERBROOK, LLC**, a Florida Limited Liability Corporation (hereinafter the "Provider"), and the **CITY OF DORAL, FLORIDA**, a Florida municipal corporation (hereinafter the "City").

WHEREAS, the City wishes to implement an Innovative Training Program that teaches City employees a range of process improvement techniques that will help drive impactful change throughout the organization, as more particularly set forth in Provider's proposal attached hereto as Exhibit "A" ("Services"); and

WHEREAS, the Provider has particular expertise in providing the Services in the manner desired by the City; and

WHEREAS, pursuant to Section 2-323(5) of the City's Code of Ordinances, purchases of training services are exempt from the City's competitive procurement procedures; and

WHEREAS, the Provider and City, through mutual negotiation, have agreed on the terms and conditions in this Agreement for the provision of Innovative Training Program Services.

1. **Scope of Services/Deliverables.**

- 1.1. The Provider shall furnish professional services to the City as set forth in the Provider's proposal, attached hereto as **Exhibit "A"**, which is incorporated herein and made a part hereof by this reference ("Services").
- 1.2. The Services shall be performed by Provider to the full satisfaction of the City. Provider agrees to furnish all labor in a professional manner to perform Services. Provider will require its employees to perform the Services in a manner befitting the type and scope of work to be performed.

2. **Term/Commencement Date.**

- 2.1. This Agreement shall become effective upon execution by both parties and shall remain in effect for a term of one (1) year, unless earlier terminated in accordance with Paragraph 8. The City Manager may extend the term of this Agreement by written notice to the Provider.
- 2.2. Provider agrees that time is of the essence and Provider shall complete

each deliverable for the Services within the timeframes dictated to the Provider by the City Manager.

3. **Compensation and Payment.**

- 3.1. As the entire compensation under this Agreement, in whatever capacity rendered, the City shall pay Provider for all charges and tasks under this Agreement in a maximum amount not to exceed Twenty-Nine Thousand Four Hundred Dollars (\$29,400.00), subject to the terms of this Agreement and payable as follows:
- 3.2. **Payment Schedule.** If Services have been rendered in conformity with the Agreement, payment for Services rendered shall be as follows:
 - 3.2.1. Nine Thousand Eight Hundred Dollars (\$9,800.00) upon delivery and successful completion of the First Training Activities as described in Exhibit "A";
 - 3.2.2. Nine Thousand Eight Hundred Dollars (\$9,800.00) upon delivery and successful completion of the Second Training Activities as described in Exhibit "A"; and
 - 3.2.3. Nine Thousand Eight Hundred Dollars (\$9,800.00) upon delivery and successful completion of the Pilot Engagement/presentation to executives as described in Exhibit "A".
- 3.3. Invoices received from the Provider pursuant to this Agreement will be reviewed by the City. If Services have been rendered in conformity with the Agreement, the invoice will be sent to the Finance Department for payment. Invoices will be paid in accordance with the State of Florida Prompt Payment Act.
- 3.4. **Disbursements.** There shall be no reimbursable expenses associated with this Agreement unless said expense is first approved by the City Manager in advance, in writing, and is supported by adequate documentation to the satisfaction of the City's finance department.
- 3.5. **Dispute.** If a dispute should occur regarding an invoice submitted, the City Manager may withhold payment of the disputed amount and may pay the Provider the undisputed portion of the invoice. Upon written request of the Finance Director, the Provider shall provide written documentation to justify the invoice. Any compensation disputes shall be decided by the City Manager whose decision shall be final.
- 3.6. **Availability of Funds.** The City's performance and obligation to pay under this Agreement is contingent upon an annual appropriation for its purpose by the City Commission. In the event the City Commission fails to appropriate funds for the particular purpose of this Agreement during any year of the term hereof, then this Agreement shall be

terminated upon ten (10) days written notice and the Provider shall be compensated for the Services satisfactorily performed prior to the effective date of termination.

Provider shall make no other charges to the City for supplies, labor, taxes, licenses, permits, overhead or any other expenses or costs unless any such expense or cost is incurred by Provider with the prior written approval of the City. If the City disputes any charges on the invoices, it may make payment of the uncontested amounts and withhold payment on the contested amounts until they are resolved by agreement with Provider. Provider shall not pledge the City's credit or make it a guarantor of payment or surety for any contract, debt, obligation, judgment, lien, or any form of indebtedness. The Provider further warrants and represents that it has no obligation or indebtedness that would impair its ability to fulfill the terms of this Agreement.

4. Sub-providers.

1. The Provider shall be responsible for all payments to any sub-providers and shall maintain responsibility for all work related to the Service.
2. Any sub-providers used on the Service must have the prior written approval of the City Manager or his designee.

2. City's Responsibilities.

- 2.1. Furnish to Provider, at the Provider's written request, all reports and other data pertinent to the Services to be provided by Provider, in possession of the City.
- 2.2. Arrange for access to and make all provisions for Provider to enter upon real property as required for Provider to perform services as may be requested in writing by the Provider (if applicable).

3. Provider's Responsibilities.

- 3.1. The Provider shall exercise the same degree of care, skill and diligence in the performance of the Service as is ordinarily provided by a provider under similar circumstances. If at any time during the term of this Agreement or within one year from the completion of the Service, it is determined that the Provider's deliverables are incorrect, defective or fail to conform to the Services, upon written notification from the City Manager, the Provider shall at Provider's sole expense, immediately correct the work. The City in no way assumes or shares any responsibility or liability of the Provider or Sub Provider under this Agreement.

4. Conflict of Interest.

4.1.To avoid any conflict of interest or any appearance thereof, Provider shall not, for the term of this Agreement, represent any private sector entities (developers, corporations, real estate investors, etc.), with regard to any City related matter.

5. Termination.

5.1.The City Manager for any reason may terminate this Agreement upon thirty (30) days written notice to the Provider, or immediately with cause, with cause. Cause for purposes of this Agreement shall be defined as: a material breach of this Agreement which Provider fails to cure within five (5) days of receiving notice from the City of such breach; a failure on the part of Provider to adhere to the City's reasonable requests regarding the objectives of this Agreement; and/or any act or omission of Provider that constitutes a violation of Federal, State, County, or City Law.

5.2.Upon receipt of the City's written notice of termination, Provider shall stop work on the Services.

5.3.In the event of termination by the City, the Provider shall be paid for all work accepted by the City Manager up to the date of termination, provided that the Provider has first complied with the provisions of Paragraph 8.4.

5.4.The Provider shall transfer all books, records, reports, working drafts, documents, and data pertaining to the Services to the City, in a hard copy and electronic format specified by the City within 14 days from the date of the written notice of termination or the date of expiration of this Agreement.

5.5.If the Provider wishes to terminate this Agreement, it must provide the City with sixty (60) days written notice. Failure to provide the City with such days written notice may result in the Provider being unable to do business with the City in the future.

6. Insurance.

9.1 The Provider shall secure and maintain throughout the duration of this Agreement insurance of such type and in such amounts as required by Exhibit "C". The insurance carrier shall be qualified to do business in the State of Florida and have agents upon whom service of process may be made in the State of Florida.

9.2 Certificates of Insurance shall be provided to the City at the time of execution of this Agreement and certified copies provided if requested. Each policy certificate shall be endorsed with a provision that not less than thirty (30) calendar days' written notice shall be provided to the City

before any policy or coverage is cancelled or restricted, or in accordance to policy provisions. The City further reserves the right to solicit additional coverage, or require higher limits of liability as needed, and depending on the nature of scope, or level of exposure.

- 9.3 Insurance required of the Provider shall be primary to, and not contribute with, any insurance or self-insurance maintained by the City. Such insurance shall not diminish Provider's indemnification and obligations hereunder. The insurance policy shall be issued by companies authorized to do business under the laws of the State of Florida and acceptable to the City with a minimum A.M. Best rating of A-Excellent. **Except as otherwise provided herein, before any work under this Agreement is performed, and at any time upon request, Provider shall furnish to the City certificates of insurance evidencing the minimum required coverage and shall be appropriately endorsed for contractual liability, with the City named as additional insured.** The Provider shall not be required to name the City as an additional insured for Workers Compensation and Professional Liability Insurance policies. All policies shall contain a waiver of subrogation endorsement. All policies and certificates shall be in forms and issued by insurance companies acceptable to the City Manager or his designee. All insurance policies and certificates of insurance shall provide that the policies may not be canceled or altered without thirty (30) days prior written notice to the City. The City reserves the right from time to time to change the insurance coverage and limits of liability required to be maintained by Provider hereunder. Provider shall also require and ensure that each of its sub-Providers providing services hereunder (if any) procures and maintains, until the completion of the services, insurance of the types and to the limits specified herein. **ANY EXCEPTIONS TO THE INSURANCE REQUIREMENTS IN THIS SECTION MUST BE APPROVED IN WRITING BY THE CITY.**

7. **Nondiscrimination.**

- 7.1. During the term of this Agreement, Provider shall not discriminate against any of its employees or applicants for employment because of their race, color, religion, sex, or national origin, and to abide by all Federal and State laws regarding nondiscrimination

8. **Attorneys' Fees and Waiver of Jury Trial.**

- 8.1. In the event of any litigation arising out of this Agreement, each party shall be responsible for their attorneys' fees and costs, including the fees and expenses of any paralegals, law clerks and legal assistants, and including fees and expenses charged for representation at both the trial and appellate levels.

- 8.2. In the event of any litigation arising out of this Agreement, each party hereby knowingly, irrevocably, voluntarily and intentionally waives its right to trial by jury.

9. **Indemnification.**

9.1. Provider shall defend, indemnify, and hold harmless the City, its officers, agents and employees, from and against any and all demands, claims, losses, suits, liabilities, causes of action, judgment or damages, arising out of, related to, or any way connected with Provider's performance or non-performance of any provision of this Agreement including, but not limited to, liabilities arising from contracts between the Provider and third parties made pursuant to this Agreement. Provider shall reimburse the City for all its expenses including reasonable attorneys' fees and costs incurred in and about the defense of any such claim or investigation and for any judgment or damages arising out of, related to, or in any way connected with Provider's performance or non-performance of this Agreement. This section shall be interpreted and construed in a manner to comply with any applicable Florida Statutes, including without limitation Sections 725.06 and 725.08, Fla. Stat., if applicable.

9.2. The provisions of this section shall survive termination of this Agreement.

9.3. Ten dollars (\$10) of the payments made by the City constitute separate, distinct, and independent consideration for the granting of this indemnification, the receipt and sufficiency of which is voluntary and knowingly acknowledged by the Provider.

10. Notices/Authorized Representatives.

10.1. Any notices required by this Agreement shall be in writing and shall be deemed to have been properly given if transmitted by hand-delivery, by registered or certified mail with postage prepaid return receipt requested, or by a private postal service, addressed to the parties (or their successors) at the following addresses:

For the City: Barbara Hernandez
City Manager
City of Doral, Florida
8401 NW 53rd
Terrace
Doral, Florida 33166

With a Copy to:
City Attorney
City of Doral, Florida
8401 NW 53rd
Terrace
Doral, FL 33166

For the Provider: Michael Sarasti
Founder
Tigerbrook, LLC
8720 SW 41st Street
Miami, FL 33165

14. **Governing Law.**

14.1 This Agreement shall be construed in accordance with and governed by the laws of the State of Florida. Exclusive venue for any litigation arising out of this Agreement shall be in Miami-Dade County, Florida.

15. **Entire Agreement/Modification/Amendment.**

15.1. This writing contains the entire Agreement of the parties and supersedes any prior oral or written representations. No representations were made or relied upon by either party, other than those that are expressly set forth herein.

15.2. No agent, employee, or other representative of either party is empowered to modify or amend the terms of this Agreement, unless executed with the same formality as this document.

16. **Ownership and Access to Records and Audits.**

16.1. All records, books, documents, maps, data, deliverables, papers and financial information (the "Records") that result from the Provider providing services to the City under this Agreement shall be the property of the City.

16.2. The Provider shall be required to comply with the following requirements under Florida's Public Records Law:

A. Provider shall keep and maintain public records required by the City to perform the service.

B. Upon request from the City, Provider shall provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided by Chapter 119, Florida Statutes, or as otherwise provided by law.

C. Provider shall ensure that public records that are exempt or confidential and exempt from public records disclosure requirements

are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Provider does not transfer the records to the City.

D. Provider shall, upon completion of the contract, transfer, at no cost, to the City all public records in possession of the Provider or keep and maintain public records required by the City to perform the service. If the Provider transfers all public records to the City upon completion of the contract, the Provider shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Provider keeps and maintains public records upon completion of the contract, the Provider shall meet all applicable requirements for retaining public records. All records stored electronically must be provided by Provider to the City, upon request from the City, in a format that is compatible with the information technology systems of the City.

IF THE PROVIDER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE PROVIDER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CITY'S CUSTODIAN OF PUBLIC RECORDS AT 305-593-6730, CITYCLERK@CITYOFDORAL.COM, 8401 NW 53RD TERRACE, DORAL, FLORIDA 33166.

- 16.3. The City may cancel this Agreement for refusal by the Provider to allow access by the City Manager or his designee to any Records pertaining to work performed under this Agreement that are subject to the provisions of Chapter 119, Florida Statutes.
- 16.4. Except as otherwise provided by Florida law, all materials developed by Provider for the Work under this Agreement shall be made available to City for training and only for City's use internally for further internal trainings, however City agrees that it will not reproduce, in any way, or save any materials provided by or developed by Provider under this Agreement without Provider's written consent. City further has no right or license to use or disclose materials from the training, except as otherwise provided for in this Agreement.

17. **Nonassignability.**

- 17.1. This Agreement shall not be assignable by Provider unless such assignment is first approved by the City Manager. The City is relying upon the apparent qualifications and personal expertise of the Provider, and such firm's familiarity with the City's area, circumstances and desires.

18. **Severability.**

18.1. If any term or provision of this Agreement shall to any extent be held invalid or unenforceable, the remainder of this Agreement shall not be affected thereby, and each remaining term and provision of this Agreement shall be valid and be enforceable to the fullest extent permitted by law, provided the severance of any term does not result in interest on any Bonds issued to finance the Fields being includable in gross income for federal tax purposes.

19. **Independent Contractor.**

19.1. The Provider and its employees, volunteers and agents shall be and remain independent contractors and not agents or employees of the City with respect to all of the acts and services performed by and under the terms of this Agreement. This Agreement shall not in any way be construed to create a partnership, association or any other kind of joint undertaking, enterprise or venture between the parties.

19.2. The Provider agrees that it will not take any Federal tax position inconsistent with it being a service provider.

20. **Compliance with Laws.**

20.1. The Provider shall comply with all applicable laws, ordinances, rules, regulations, and lawful orders of public authorities relating to the Service.

21. **Waiver**

21.1. The failure of either party to this Agreement to object to or to take affirmative action with respect to any conduct of the other which is in violation of the terms of this Agreement shall not be construed as a waiver of the violation or breach, or of any future violation, breach or wrongful conduct.

22. **Survival of Provisions**

22.1. Any terms or conditions of either this Agreement that require acts beyond the date of the term of the Agreement, shall survive termination of the Agreement, shall remain in full force and effect unless and until the terms or conditions are completed and shall be fully enforceable by either party.

23. **Prohibition of Contingency Fees.**

23.1. The Provider warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Provider, to solicit or secure this Agreement, and that it has not paid or agreed to pay any person(s), company, corporation, individual or firm, other than a bona fide employee working solely for the Provider, any fee, commission, percentage, gift, or any other consideration, contingent upon or resulting from the award or making of this Agreement.

24. **Counterparts**

24.1. This Agreement may be executed in several counterparts, each of which shall be deemed an original and such counterpart shall constitute one and the same instrument.

25. **Removal of Unsatisfactory Personnel**

25.1. The City may make written request to Provider for the prompt removal and replacement of any personnel employed or retained by Provider or any sub provider. The Provider shall respond to the City within fourteen calendar days of receipt of such request with either the removal and replacement of such personnel or with written justification as to why removal is not warranted. All decisions involving personnel will be made by Provider. Such request shall solely relate to said employees work under this agreement. In the event the City Manager disagrees with the justification offered by Provider, the City Manager's decision to replace the employee shall be final.

26. **E-Verify**

26.1. Florida Statute 448.095 directs all public employers, including municipal governments, to verify the employment eligibility of all new public employees through the U.S. Department of Homeland Security's E-Verify System, and further provides that a public employer may not enter into a contract unless each party to the contract registers with and uses the E-Verify system. Florida Statute 448.095 further provides that if a Contractor enters into a contract with a subcontractor, the subcontractor must provide the Contractor with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. In accordance with Florida Statute 448.095, Provider is required to verify employee eligibility using the E-Verify system for all existing and new employees hired by Provider during the contract term. Further, Provider must also require and maintain the statutorily required affidavit of its subcontractors. It is the responsibility of Provider to ensure compliance with E-Verify requirements (as

applicable). To enroll in E-Verify, employers should visit the E-Verify website (<https://www.e-verify.gov/employers/enrolling-in-e-verify>) and follow the instructions. The Provider must retain the I-9 Forms for inspection, and provide the attached E-Verify Affidavit, attached hereto as Exhibit "B".

27. **Prohibition Against Contracting with Scrutinized Companies.**

- 27.1. Pursuant to Florida Statutes Section 217.4725, contracting with any entity that is listed on the Scrutinized Companies that Boycott Israel List or that is engaged in the boycott of Israel is prohibited. By entering into this Agreement, Provider is certifying that the company is not participating in a boycott of Israel. Any contract for goods or services of One Million Dollars (\$1,000,000) or more shall be terminated at the City's option if it is discovered that the entity submitted false documents of certification, is listed on the Scrutinized Companies with Activities in Sudan List, the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, or has been engaged in business operations in Cuba or Syria after July 1, 2018.

- 27.2. Any contract entered into or renewed after July 1, 2018 shall be terminated at the City's option if the company is listed on the Scrutinized Companies that Boycott Israel List or engaged in the boycott of Israel. By entering into this Agreement, Provider is certifying that it does not participate in a boycott of Israel, is not on the scrutinized companies that Boycott Israel list, activities in Sudan List, in the Iran Petroleum Energy Secor list, and has not engaged in business operation is Cuba or Syria. Submitting a false certification shall be deemed a material breach of contract. The City shall provide notice, in writing, to the Provider of the City's determination concerning the false certification. The Provider shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination was in error. If the Provider does not demonstrate that the City's determination of false certification was made in error, then the City shall have the right to terminate the contract and seek civil remedies pursuant to Florida Statute Section 215.4725.

[THIS SPACE INTENTIONALLY LEFT BLANK. SIGNATURES TO FOLLOW.]

IN WITNESS WHEREOF, the parties execute this Agreement on the respective dates under each signature: The City, signing by and through its City Manager, attested to by its City Clerk, duly authorized to execute same and by Provider by and through its President, whose representative has been duly authorized to execute same.

Attest:

CITY OF DORAL

Connie Diaz
Connie Diaz, City Clerk

By: Barbara Hernandez
Barbara Hernandez, City Manager

Date: 11/13/2023

Approved As To Form and Legal Sufficiency for the Use
And Reliance of the City of Doral Only:

Valerie Vicente
Valerie Vicente
City Attorney

PROVIDER
By: [Signature]
Its: FOUNDER / PRINCIPAL
Date: 10/31/23

"EXHIBIT A"

TIGERBROOK

This Statement of Work (the "Agreement") is between Tigerbrook LLC ("Contractor") and The City of Doral ("Client"), effective Sep 1, 2023.

Prepared for: City of Doral	Submitted by: Mike Sarasti Founder / Principal Tigerbrook LLC
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Scope of Work

The Client seeks to hire the Contractor to provide a unique government innovation training program that teaches City employees a range of process improvement techniques that will help drive impactful change throughout the organization. The program draws on various industry best practices, guiding employees through structured problem solving, root cause analysis, and data-driven decision making. Participants will gain skills that prioritize impact and a customer-first mindset.

The program is designed to support a culture of empowerment and accountability. Employees will be encouraged to take ownership of their day-to-day activities, focusing on areas within their control, and finding innovative solutions to improve their workflow. Furthermore, the Contractor will, in coordination with City Executives, draw connections between daily tasks and the broader strategic goals of the City. Participants will be expected to create and document changes as they innovate throughout the program. By focusing on what matters, employees will have new capacity to be true change-makers within their organization.

Outcomes

- A culture of empowerment and accountability, where employees feel inspired to innovate and take ownership of their tasks.
- A workforce imbued with a sense of purpose, understanding the inherent value of their roles and contributions.
- Improved capacity to quantify work, benchmark progress, and communicate using data.
- Enhanced alignment between individual responsibilities and citywide strategic priorities, fostering a unified, goal-oriented approach.
- Tangible innovations and improvements implemented throughout the city.

Timeline

- **Fall 2023**

Deliverables

- **Training cohorts:** The Contractor will host **two** training cohorts. Each cohort will engage with the contractor over the span of approximately a month, via a combination of in-person and virtual training. These sessions aim to teach city employees from various departments about process improvement techniques and guide them through a

TIGERBROOK

structured problem-solving exercise, culminating in a session for City executives where participants will showcase their innovations, reveal key insights, and communicate commitments toward continuous improvement. The Contractor will work with participants in the lead-up to the executive session to ensure that a quantifiable plan of action is in place for each of the selected innovations.

- **Coaching sessions:** The Contractor will have scheduled engagement with employees throughout the cohort window. Employees will be coached as they apply training lessons to achieve innovations, further solidifying course learnings.
- **Online Training Videos:** Access to Change Agents' acclaimed Innovation Academy Training Videos will be provided to cohort participants and integrated throughout the program. Cohort participants will have access to training videos for one year.
- **Strategic Planning Support:** The Contractor will work with the IT Director and the Assistant City Manager to draw connections between the innovation program and City strategic objectives.

Personnel

- **Lead: Mike Sarasti, Tigerbrook**
Mike has more than 15 years of government experience evaluating government processes, modernizing technology, and improving the usability of resident services. He was most recently the City of Miami's CIO/Director of Innovation and Technology, a position charged with driving innovation, technology operations, collaboration, and data-driven strategy across municipal government. While there, he co-founded the Miami Innovation Academy which trained over 400 city employees to apply innovation techniques in their daily work. Highlights included significant improvements to Procurement and Business Licensing.
- **Training / Coaching: Brian Elms, Change Agents Training**
Brian is an innovation and performance initiative expert who helped found the Denver Peak Academy, a nationally-recognized employee led process improvement program that saved \$25 million for the City and County of Denver (13,000+ FTEs) that included process improvement workshops and mentor programs. He holds certificates in Lean, Six Sigma, and Change Management, and has published a book on the topic of innovation and process improvement in government (Peak Performance, Governing Books, 2016). Brian has more than 15 years of experience working in government at both the state and municipal levels.

Fees

- **Training, Coaching, Video Access, Support: \$29,400**
- Contractor will invoice the Client upon completion of each requested phase, deliverable or trainings. Contractor requests reimbursement via ACH.
- Expected invoice schedule:
 - Completion of 1st Training: \$9800
 - Completion of 2nd Training: \$9800
 - Completion of Pilot engagement / presentation to executives: \$9800

"EXHIBIT B"

E-Verify Affidavit

Florida Statute 448.095 directs all public employers, including municipal governments, to verify the employment eligibility of all new public employees through the U.S. Department of Homeland Security's E-Verify System, and further provides that a public employer may not enter into a contract unless each party to the contract registers with and uses the E-Verify system.

Florida Statute 448.095 further provides that if a contractor enters into a contract with a subcontractor, the subcontractor must provide the contractor with an affidavit stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien.

In accordance with Florida Statute 448.095, all contractors doing business with the City of Doral, Florida, are required to verify employee eligibility using the E-Verify system for all existing and new employees hired by the contractor during the contract term. Further, the contractor must also require and maintain the statutorily required affidavit of its subcontractors. It is the responsibility of the awarded vendor to ensure compliance with E-Verify requirements (as applicable). To enroll in E-Verify, employers should visit the E-Verify website (<https://www.e-verify.gov/employers/enrolling-in-e-verify>) and follow the instructions. The contractor must, as usual, retain the I-9 Forms for inspection.

By affixing your signature below you hereby affirm that you will comply with E-Verify requirements.

TIGERBROOK LLC
 Company Name

[Signature]
 Offeror Signature

10/27/23
 Date

MICHAEL SARASTI
 Print Name

FOUNDER / PRINCIPAL
 Title

93-3533501
 Federal Employer Identification Number (FEIN)

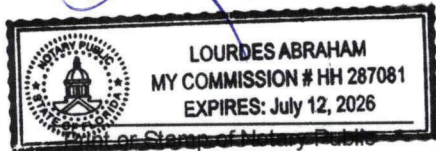
Notary Public Information

Sworn to and subscribed before me on this this 27 day of OCTOBER, 2023.

By MICHAEL SARASTI

- Is personally known to me
- Has produced identification (type of identification produced: _____)

[Signature]
Signature of Notary Public



7/12/26
Expiration Date

"EXHIBIT C"

Insurance Requirements

Provider shall maintain, at their sole expense, during the term of this Agreement the following insurances (to be furnished at time of award):

I. Commercial General Liability

Limits of Liability

Bodily Injury & Property Damage Liability	
Each Occurrence	\$1,000,000
Policy Aggregate	\$2,000,000

Coverage / Endorsements Required

City of Doral included as an additional insured
Waiver of Subrogation in favor of City

No limitation on the scope of protection afforded to the City, its officials, employees, or volunteers.

II. Workers Compensation

Unless exempt, and a certificate of exemption is provided, then the amount of insurance required must not be less than the following:

Workers' Compensation with Employers' Liability Limits:

\$500,000 for bodily injury caused by an accident, each accident
\$500,000 for bodily injury caused by disease, each employee
\$500,000 for bodily injury caused by disease, policy limit

Coverage / Endorsements Required

City of Doral included as an additional insured
Waiver of Subrogation in favor of City

III. Professional Liability/Errors & Omissions

Limits of Liability

Each Claim	\$1,000,000
Policy Aggregate	\$1,000,000

If claims made, retro date applies prior to contract inception.

Subcontractors' Compliance: It is the responsibility of the Provider to ensure that all subcontractors comply with all insurance requirements.

All above coverage must remain in force and Certificate of Insurance on file with City without interruption for the duration of this agreement. Policies shall provide the City of Doral with 30 days' written notice of cancellation or material change from the insurer. If the insurance policies do not contain such a provision, it is the responsibility of the Provider to provide such written notice within 10 days of the change or cancellation.

Certificate Holder: City of Doral, Florida
8401 NW 53rd Terrace
Doral, FL 33166

Insurance Companies must be authorized to do business in the State of Florida and must be rated no less than "A-" as to management, and no less than "Class V" as to financial strength, by the latest edition of AM Best's Insurance Guide, or its equivalent.

Coverage and Certificates of Insurance are subject to review and verification by City of Doral Risk Management. City reserves the right but not the obligation to reject any insurer providing coverage due to poor or deteriorating financial condition. The City reserves the right to amend insurance requirements in order to sufficiently address the scope of services. These insurance requirements shall not limit the liability of the Provider. The City does not represent these types or amounts of insurance to be sufficient or adequate to protect the Provider's interests or liabilities but are merely minimums.