



REQUEST FOR PROPOSAL (RFP)

GMX PROCUREMENT/CONTRACT NO.:
IP-24-01

GMX PROJECT/SERVICE TITLE:
VIDEO RECORDING & PRODUCTION SERVICES

PROFESSIONAL SERVICES AGREEMENT



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TABLE OF CONTENTS

1.	RECITALS	5
2.	SCOPE OF SERVICES	5
3.	TERM OF THE AGREEMENT AND COMMENCEMENT OF SERVICES.....	5
4.	TERMS AND CONDITIONS	6
5.	COMPENSATION	6
5.1	CONTRACT RATES.....	6
5.2	TASK AUTHORIZATIONS.....	6
5.3	INVOICING PROCEDURE.....	6
6.	PAYMENT TO THE CONTRACTOR	7
7.	PROJECT CLOSEOUT.....	8
8.	SMALL BUSINESS PARTICIPATION REQUIREMENT	8
9.	LOCAL BUSINESS PARTICIPATION REQUIREMENT	8
10.	INDEMNIFICATION	8
11.	INSURANCE.....	9
12.	SOVEREIGN IMMUNITY	10
13.	INDEPENDENT CONTRACTOR	10
13.1	Acting as an Independent Contractor	10
13.2	Full and Complete Payment.....	10
13.3	No Authority to Act on GMX's Behalf	10
14.	CONTRACTOR, Subcontractors, and employees	10
14.1	Contractor's Personnel.....	11
14.2	Removal of Contractor's Personnel	11
14.3	Changes to Contractor's Personnel.....	11
14.4	Subcontractors.....	12
14.5	Changes to Subcontractors	12
15.	PROHIBITION ON ASSIGNMENT	13

REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING & PRODUCTION SERVICES

16.	AVAILABILITY OF FUNDS.....	13
17.	CHANGES IN THE SERVICES.....	13
18.	CLAIMS FOR EXTRA SERVICES.....	14
19.	SCHEDULE AND DELAYS.....	14
20.	FORCE MAJEURE.....	14
21.	EMERGENCY PREPAREDNESS.....	14
22.	CONTRACT PERFORMANCE EVALUATION	15
23.	CONTRACT DOCUMENTS ORDER OF PRECEDENCE	15
24.	STANDARDS OF CONDUCT AND CONFLICT OF INTEREST	15
24.1	Standards of Conduct.....	15
24.2	Conflicts of Interest:	17
24.2.1	Notification of Conflict of Interest.....	17
24.2.2	Conflict of Interest Plan	18
24.2.3	Restriction on Future Contracts	18
24.2.4	COI Adverse Determination	19
24.2.5	Subcontractors Contracts.....	19
24.2.6	Annual Disclosure Form.....	19
25.	CONVICTED VENDORS LIST AND DEBARMENT	20
26.	SCRUTINIZED COMPANIES LISTS	20
27.	E-VERIFY REQUIREMENTS.....	21
28.	PROOF OF VEHICLE REGISTRATION	21
29.	COMPLIANCE WITH LAWS.....	21
30.	EXECUTION OF THE AGREEMENT	22
31.	ERRORS OR OMISSIONS IN CONTRACT DOCUMENTS.....	22
32.	OWNERSHIP OF DOCUMENTS.....	22
33.	AUDIT AND EXAMINATION OF CONTRACT RECORDS AND PROPOSAL RECORDS.....	22



REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING & PRODUCTION SERVICES

34.	PUBLIC RECORDS.....	23
35.	CONFIDENTIALITY	24
36.	INSPECTION OF SERVICES AND DOCUMENTS AND ENDORSEMENT OF WORK PRODUCTS	24
37.	TERMINATION	24
38.	DISPUTES, DISPUTE RESOLUTION AND CLAIMS.....	25
39.	CONSTRUCTION OF LANGUAGE	26
40.	CHOICE OF LAW	26
41.	WAIVER OF TRIAL BY JURY:.....	27
42.	ENTIRE AGREEMENT	27
43.	THIRD-PARTY BENEFICIARY	27
44.	NOTICES	27
45.	SECTION HEADINGS	28
46.	SEVERABILITY	28
47.	ADDITIONAL TERMS.....	28
48.	COOPERATIVE PURCHASING (PIGGY-BACKING).	28
49.	ACKNOWLEDGEMENT & REPRESENTATION.....	28
50.	CERTIFICATION	28



REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING & PRODUCTION SERVICES

THIS AGREEMENT ("Agreement" or "Contract"), is made and entered into this **7th** day of **February**, 2024 (the "Effective Date"), by and between the **Greater Miami Expressway Agency** (the "Agency" or "GMX"), a body politic and corporate, a public instrumentality and an agency of the State of Florida, existing under Florida Statutes Chapter 348, Part I, as amended, acting by and through its Governing Board, and **Full Moon Creative LLC**, (the "Contractor"), a **Florida** Limited Liability Company located at **10001 NW 50th Street, Suite 202, Sunrise, Florida 33351** and duly authorized to conduct business in the State of Florida, Federal I.D. No. **34-2039315** (collectively, referred to herein as the "Parties" to this Agreement).

WITNESSETH:

WHEREAS, pursuant to GMX Procurement/Contract No.: **IP-24-01** GMX competitively procured for all services necessary to provide **Video Recording & Production Services** (the "Services"); and

WHEREAS, GMX now desires to enter into an Agreement with the aforementioned Contractor.

NOW, THEREFORE in consideration of the mutual understandings and covenants set forth herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. RECITALS

The foregoing recitals are true and correct and are incorporated herein by reference.

2. SCOPE OF SERVICES

GMX hereby retains the Contractor to provide the Services as described in **Exhibit A, Scope of Services** attached hereto and incorporated herein.

The Contractor agrees to provide the Services under this Agreement on a non-exclusive basis. At its option, GMX may elect to have any of the Services performed by other contractors or by GMX staff. The Contractor shall cooperate and work with GMX and/or other contractors to ensure the best interest of GMX in the delivery of the Services.

The Contractor and GMX mutually agree to furnish, each to the other, the respective service, information, and items as described in the Scope of Services.

3. TERM OF THE AGREEMENT AND COMMENCEMENT OF SERVICES

Subject to the termination provisions set forth herein, this Agreement shall become effective upon its execution by the Parties.

The Term of the Agreement is for three (3) years with two (2) optional one (1) year renewals. At GMX's sole discretion and subject to the Consultant receiving no less than an "Excellent" rating in the final Contract Performance Evaluation for the initial three (3) years of the Agreement GMX may renew the term of the Agreement for an additional optional two (2) one (1) year renewals.

GMX will issue the Contractor a Notice to Proceed and Task Authorization authorizing commencement of the Services after the Effective Date of the Agreement.



REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING &
PRODUCTION SERVICES

For Agreements and/or Services that require a Task Authorization, no Services shall commence without a fully executed Task Authorization issued by GMX.

4. TERMS AND CONDITIONS

With respect to the Services under this Agreement, the Contractor agrees it shall meet all terms and conditions included in the Agreement, inclusive of Exhibits and any amendments to the Agreement (the Contract Documents).

5. COMPENSATION

GMX agrees to pay the Contractor for the Video Recording & Production Services, as authorized via a written Task Authorization issued by GMX, and compensation is to be made in any of the manner described herein as may be outlined in the Task Authorization. Compensation shall be done in accordance with the established rates found in *Exhibit D, Consultants' Price Proposal*.

The Services under this Agreement shall not exceed **Two Hundred Thousand Dollars (\$200,000.00)** without prior approval by GMX and execution of a Supplemental Agreement to the Agreement.

5.1 CONTRACT RATES

Exhibit D, Consultants' Price Proposal attached hereto as an exhibit provides definition of contractual rates. All rates are fixed and not subject to adjustment during the term of the Agreement.

5.2 TASK AUTHORIZATIONS

GMX shall issue the Contractor Task Authorizations with a not-to-exceed amount for the Services to be performed under that Task Authorization.

5.3 INVOICING PROCEDURE

Payments to the Contractor will be made by GMX on either one of the following basis:

a) Hourly Rates:

Monthly invoices submitted by the Contractor based on time expended for each Monthly Meeting.

- (1) The Contractor will perform the Services in a prompt and efficient manner and complete the Services pursuant to the requirements of the Contract Documents.

The Contractor is to track its monthly meeting hours and submit invoices.

Payments to the Contractor will be made by GMX on the basis of monthly invoices submitted by the Contractor for appropriate costs during the billing period. Contractor shall submit invoices on a monthly basis covering the Services provided from the first to the last day of the preceding month no more than thirty (30) Calendar Days after the end of the billing period.



REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING &
PRODUCTION SERVICES

All invoices shall be submitted to GMX in detail sufficient for a proper pre-audit and post-audit thereof.

- (2) GMX reserves the right to withhold payments for Services not completed; Services completed unsatisfactorily; or Services deemed inadequate or untimely by GMX. Any payment(s) withheld shall be released and paid to the Contractor promptly when Services are rendered and performed to the satisfaction of GMX in accordance with the Contract Documents.
- (3) Invoice submittals shall include the following:
- GMX Invoice Tracking Form
 - Original invoice
 - Copy of the Task Authorization

Failure to submit the most current GMX forms, filled out and executed accordingly, may be cause for rejection of the invoice and subsequent delay in payment.

- (4) When submitting any invoice, the Contractor shall certify under oath and in writing with its invoice, in accordance with the formalities required by Florida law, that the invoice is submitted in good faith, that the supportive data is accurate and complete to the Contractor's best knowledge and belief, and that the amount of the invoice accurately reflects what the Contractor, in good faith, believes to be GMX's liability for payment.

Such certification must be made by an officer or director of the Contractor with authority to bind the Contractor. The Contractor also agrees to indemnify GMX for any costs and expenses, including but not limited to audit costs, attorneys' fees and expert witness fees that GMX incurs due to any fraudulent submissions made by Contractor in said invoices.

- (5) Invoices shall be paid in accordance with Florida Statutes and the section herein entitled *Disputes, Dispute Resolution and Claims*. The Contractor agrees to be bound by GMX's *Disputes, Dispute Resolution and Claims*.
- (6) The GMX Contract Manager and the Contractor shall monitor the cumulative invoiced billings to insure the reasonableness of the billings compared to the Services accomplished and accepted by GMX against the Task Authorization/Contract Amount. It is the Contractor's responsibility to ensure there is current Task Authorization/Contract capacity to cover the required remaining Services.

6. PAYMENT TO THE CONTRACTOR

Payment or use of any deliverables or portions thereof by GMX shall not constitute an acceptance of any Services not in accordance with the Contract Documents. GMX may refuse to make, in whole or in part, any payment because of subsequently discovered evidence, or the result of subsequent inspections or tests that nullify any previous payment, to the extent that is reasonably necessary to protect GMX with regard to the following:

Professional Services Agreement

Page 7 of 31

 **Initials (Contractor)**

REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING & PRODUCTION SERVICES

- Any deliverables of the Services is defective, deficient and/or completed Services have been deemed unsatisfactory requiring correction or replacement; or
- The Services do not comply with GMX procedural requirements; or
- The amount of payment due to the Contractor has been reduced by a Supplemental Agreement; or
- GMX has been required to correct defective Services, or complete Services in accordance with the provisions setting forth GMX's right to correct defective Services; or
- GMX has actual knowledge of the occurrence of any of the events that constitute cause for termination of the Agreement; or
- Claims have been made against GMX on account of Contractor's performance or furnishing of the Services; or
- Other items entitling GMX to set-off against the amount for which application is made.

Nothing in this section is intended to replace or amend the section of the Professional Services Agreement entitled Disputes, Dispute Resolution and Claims.

7. PROJECT CLOSEOUT

7.1 FINAL AUDIT

If requested, the Contractor shall permit GMX to perform or have performed an audit of the records of the Contractor to support the compensation paid the Contractor. The audit will be performed as soon as practical after completion and acceptance of the Services. In the event funds paid to the Contractor under the Agreement are subsequently properly disallowed by GMX because of accounting errors or charges not in conformity with the Agreement, the Contractor agrees that such disallowed funds are due to GMX upon demand. Furthermore, GMX shall have the right to deduct, from any amount due the Contractor under any other contract, any amount due GMX under the Agreement. Final payment to the Contractor shall be adjusted for audit results.

8. SMALL BUSINESS PARTICIPATION REQUIREMENT

NOT APPLICABLE TO THIS AGREEMENT.

9. LOCAL BUSINESS PARTICIPATION REQUIREMENT

NOT APPLICABLE TO THIS AGREEMENT.

10. INDEMNIFICATION

Contractor's indemnification obligations to GMX, and others defined in this section as "GMX Indemnified Parties," are not limited, contained or capped by the limits provided to GMX and GMX Indemnified Parties pursuant to Section 768.28, Florida Statutes or any other sovereign immunity limitations afforded by Florida or any other applicable law.



REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING &
PRODUCTION SERVICES

GMX Indemnified Parties are hereby defined as GMX, all of GMX's officers, agents, employees, and successors as well as the Florida Department of Transportation (FDOT) in its capacity as titleholder of portions of the GMX System, and all of FDOT's officers, agents, employees, and successors.

Pursuant to and within the limits of Section 725.08, Florida Statutes, the Contractor shall be required to indemnify the GMX Indemnified Parties from any claim, loss, damage, cost, charge, judgment, or expense, to the extent arising out of any negligence, recklessness, or intentionally wrongful conduct by the Contractor, its agents, employees, or Subcontractors during the performance of the Agreement, whether direct or indirect, and whether to any person or property to which the GMX Indemnified Parties may be subject.

The Contractor's obligation to indemnify the GMX Indemnified Parties shall be triggered by GMX's notice of claim for indemnification to the Contractor. The Contractor's inability to evaluate liability or its evaluation of liability shall not excuse the Contractor's duty to indemnify within seven (7) Calendar Days after such notice by GMX is given by registered mail.

Only an adjudication of judgment after the highest appeal is exhausted specifically finding GMX solely negligent shall excuse performance of this provision by the Contractor with respect to indemnification of GMX.

The Contractor shall pay all costs and fees related to this obligation and its enforcement by GMX. GMX's failure to notify the Contractor of a claim shall not release the Contractor of the above duty to indemnify.

It is specifically agreed between the Parties executing the Agreement that it is not intended by any of the provisions of any part of the Agreement to create in the public or any member thereof, a third-party beneficiary hereunder, or to authorize anyone not a party to the Agreement to maintain a suit for personal injuries, bodily injury or property damage pursuant to the terms or provisions of the Agreement.

The Contractor guarantees the payment of all just claims for the Services and other just claims against it in connection with the Agreement.

The Parties agree that the Contract Amount includes consideration for the Contractor's indemnity agreements.

11. INSURANCE

The Contractor shall furnish to GMX prior to the commencement of any Services under this Agreement, certificate(s) of insurance as required by the Contract Documents. Required insurance types and limits are contained in the Contract Documents and attached hereto and incorporated herein. If insurance coverage is scheduled to expire during the Term of the Agreement, the Contractor shall be responsible for submitting insurance certificates to GMX before such expiration that evidence of renewal or replacement of the expiring coverage(s).

In the event that expired coverage(s) are not replaced with new or renewed coverage(s) that cover the Term of the Agreement, GMX shall suspend this Agreement and all Services associated with this Agreement until certificates evidencing the replacement or renewed coverage(s) are received by GMX; provided however, that this suspension period shall not exceed ten (10) Calendar Days, as determined solely by GMX (the "Suspension Period"). At the end of the Suspension Period, GMX may, at its sole discretion, terminate the Agreement for cause, as described in the section of this Agreement, entitled, *Termination*.



REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING &
PRODUCTION SERVICES

12. SOVEREIGN IMMUNITY

No provision of the Contract Documents, including this Agreement, shall be construed as a waiver of sovereign immunity by GMX.

13. INDEPENDENT CONTRACTOR

13.1 Acting as an Independent Contractor

The Contractor hereby declares that it is engaged in an independent business and agrees that in the performance of this Agreement it shall act as an independent Contractor and not as an employee of GMX. The Contractor has and hereby retains full control of all the employment, compensation, and discharge of all employees of the Contractor assisting in its performance of the Services.

The Contractor shall be fully responsible for Services performed under this Agreement, and all matters related to payment of its employees including compliance with Social Security, withholding tax, workers' compensation, immigration law and all other laws and regulations governing such matters.

The Contractor shall be responsible for its own acts and those of its agents, independent contractors, and employees during the term of this Agreement. Except as specifically provided, and as an independent contractor, the Contractor shall be solely responsible for determining means and methods for performing the Services described in the Contract Documents.

13.2 Full and Complete Payment

The payment made to the Contractor shall be the full and complete compensation to which the Contractor is entitled. GMX shall not make any federal or state tax withholdings on behalf of the Contractor. GMX shall not be required to pay any workers' compensation insurance on behalf of the Contractor.

The Contractor agrees to indemnify GMX for any tax, retirement contribution, social security, overtime payment, or workers' compensation payment which GMX may be required to make on behalf of the Contractor or any employee, or independent contractor of the Contractor for Services performed under this Agreement.

13.3 No Authority to Act on GMX's Behalf

Except as GMX may specify in writing, the Contractor shall have no authority, express or implied, to act on behalf of GMX in any capacity whatsoever, as an agent or otherwise. The Contractor shall have no authority, express or implied, to bind GMX or its members, agents or employees, to any obligation whatsoever, unless expressly provided in this Agreement.

14. CONTRACTOR, SUBCONTRACTORS, AND EMPLOYEES

The Contractor, Subcontractors, and their respective employees providing Services under this Agreement shall remain, at all times throughout the term of the Agreement, authorized to do business within the State of Florida.



REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING & PRODUCTION SERVICES

Throughout the Agreement, the Contractor, Subcontractor(s) and their personnel shall be properly qualified, licensed, certified, and/or registered by the appropriate governmental authority, as may be applicable, to meet the requirements of the Contract Documents and to perform the Services.

The Contractor will use due care in performing the Services and will have due regard for acceptable standard and principles. The Contractor's standard of care shall not be altered by the application, interpretation, or construction of any other provision of this Agreement

14.1 Contractor's Personnel

The Contractor shall maintain adequate, dedicated, qualified, reliable and committed personnel for the performance of the Services. Such personnel must perform the Services, at a minimum, with a degree of care and skill common of the profession.

The Contractor warrants that it has not employed or retained any company or person other than a bona fide employee working solely for the Contractor, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Contractor, any fee, commission, percentage, gift, or any other consideration monetary or non-monetary, contingent upon or resulting from the award or making of this Agreement. It is further understood and agreed that the term "fee" shall also include brokerage and finder's fees, however denoted.

If the Contractor breaches or violates the above mentioned provision, GMX shall have the right to deduct from this Agreement or Task Authorization price, or otherwise recover, the full amount of such fee, commission, percentage, gift, or consideration or may in GMX's sole discretion pursue any other remedies available to GMX including termination of this Agreement.

14.2 Removal of Contractor's Personnel

If, in the opinion of GMX any personnel assigned to the Agreement is not qualified to perform the Services or is insubordinate, disorderly, disruptive, or is detrimental to the progress of the Services, such person shall be immediately removed from the Agreement by the Contractor upon written request from GMX. Such person shall not be assigned to perform the Services under this Agreement again without the written permission of GMX. Upon the removal of such person, the Contractor shall promptly provide an acceptable substitute at no additional cost to GMX. If the Contractor fails to immediately remove such person and provide an acceptable substitute, GMX may, at its sole discretion, withhold payments due or which may become due, or may terminate the Agreement. The Contractor shall protect, indemnify, and hold harmless GMX, its agents, officers and employees from any and all claims, actions, or suits arising from such removal, discharge, or suspension of a Contractor employee based on the direction of GMX to remove from this Agreement.

14.3 Changes to Contractor's Personnel

For changes to personnel, the Contractor shall submit the following documentation for GMX's review and approval:

REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING & PRODUCTION SERVICES

- (1) Personnel Change Request Form
- (2) A current resume;
- (3) Documentation demonstrating the personnel possesses the required technical qualifications and experience to perform the Services for which being contracted; and

The Contractor shall ensure that GMX receives for approval a complete package, as described above, to the Contract Manager for concurrence not less than ten (10) Calendar Days prior to the proposed personnel commencement of the Services.

After the Contractor follows the steps described above, GMX shall review the submitted documentation and determine, at its sole discretion, whether or not to approve the personnel change. The Contractor shall maintain throughout the term of this Agreement, proposed personnel and a professional staff that meets the required training and experience to provide the Services. GMX approval shall be documented through the *Personnel Change Request Form*.

14.4 Subcontractors

The Contractor shall ensure that all subcontracts entered into with its Subcontractors grant GMX all of the rights and privileges of such subcontract, including but not limited to (so long as GMX is not in default of its obligations under this Agreement) GMX's right to secure materials or services from the Subcontractor which might be a part of the Subcontractor's work production.

All Subcontractors and their personnel shall be properly licensed, certified, and/or registered by the appropriate governmental authority, as may be applicable to meet the requirements of the Contract Documents and to perform the Services. Upon request, the Contractor must furnish GMX with a copy of any subcontract related to the Services. Subconsulting of any portion of the Services does not relieve the Contractor of their respective liabilities under the Agreement. GMX recognizes a Subcontractor only in the capacity of an employee or agent of the Contractor, and GMX may require the Contractor to remove the Subcontractor as in the case of an employee of the Contractor.

14.5 Changes to Subcontractors

The Consultant shall obtain prior approval by GMX in the event they wish to request changes to an approved Subcontractor.

As may be applicable, the Contractor must:

- (1) Contact in writing the Procurement Department, with a copy to the Contract Manager to address the issue as soon as possible after the Consultant becomes aware of any such issue. The written notification must include a justification for the requested change and be accompanied, as may be applicable, by any required documentation;
- (2) Submit a *Request for Authorization to Subcontract Work* along with all required documentation therein, available on the GMX website at www.gmx-way.com.



REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING & PRODUCTION SERVICES

All requests for changes shall be submitted on a completed *Request for Authorization to Subcontract Work* form directly to the Procurement Department for approval not less than ten (10) Calendar Days prior to the commencement of the requested change. All requested changes require review and approval from both the Procurement Department and the Contract Manager. Only one submittal to the Procurement Department is required.

GMX shall review the submitted request with related documentation and determine, at its sole discretion, whether or not to approve the Consultant's request within five (5) Business Days from the submittal of a properly documented request by the Consultant. GMX approval shall be documented through the *Request for Authorization to Subcontract Work* form.

15. PROHIBITION ON ASSIGNMENT

The Contractor shall not subcontract, sell, assign, transfer or otherwise dispose of the Agreement or any portion thereof, or the rights or responsibilities therein, without written consent by GMX. The Contractor shall not assign or transfer the rights or responsibilities of any Services under this Agreement, to any person or firm other than the approved personnel and Subcontractors under this Agreement. The Contractor is hereby prohibited from assigning this Agreement without the express prior written consent of GMX, which consent may be withheld at GMX's sole and absolute discretion.

16. AVAILABILITY OF FUNDS

This Agreement is subject to the availability of funds in the GMX budget for each fiscal year of this Agreement.

GMX will require written authorization from GMX's Chief Financial Officer ("CFO") that funds are available prior to entering into any agreement, task authorization or other binding commitment of funds.

GMX will not, during any fiscal year, expend money not approved by the CFO, incur any liability or enter into any agreement or task authorization that, by its terms, involves the expenditures of money in excess of the amounts budgeted as available for any expenditure during such fiscal year.

If GMX enters into such an agreement in writing, in violation of this section, such contract or task authorization is null and void, and GMX will not make any payments thereunder. Nothing herein contained prevents GMX from executing agreements or task authorizations for a period exceeding one (1) year, but GMX will make such agreements or task authorizations executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years.

17. CHANGES IN THE SERVICES

Before making any additions or deletions to the Services and before undertaking any changes or revisions to such Services, the Parties shall negotiate any necessary cost and schedule changes and shall enter into a Supplemental Agreement covering such modifications and the compensation to be paid to the Contractor as may be applicable. Reference herein to this Agreement shall be deemed to include any supplement hereto.

When GMX requires services, which are not covered by the Scope of Services in this Agreement and GMX finds that such service is essential to the satisfactory completion of this Agreement within its intended scope, GMX will make an adjustment to this Agreement through a Supplemental Agreement.



REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING &
PRODUCTION SERVICES

The basis of payment for such adjustment will be in the amount GMX determines to be fair and equitable, upon discussion and agreement with the Contractor in writing and in accordance with the relevant provisions of this Agreement.

A Supplemental Agreement shall be executed by GMX and the Contractor for any additional service not contained in this Agreement.

18. CLAIMS FOR EXTRA SERVICES

In any case where the Contractor deems that extra compensation is due it for Services not covered in this Agreement, the Contractor shall notify GMX in writing within twenty (20) Calendar Days of its intention to make a claim for extra compensation prior to providing such services on which the claim is based. If such notification is not given in writing within twenty (20) Calendar Days, then the Contractor hereby agrees to waive the claims for such extra compensation. Such notice by the Contractor shall in no way be construed as proving the validity of the claim.

19. SCHEDULE AND DELAYS

At the request of GMX, the Contractor agrees to provide progress reports in a format acceptable to GMX and at intervals established by GMX providing the status of Services being done by the Contractor and of the details thereof. Close collaboration and cooperation shall be maintained by the Contractor with representatives of GMX or other third parties approved by GMX. Either Party to the Agreement may request and be granted a conference.

In the event there are delays due to GMX regarding the approval of any of the materials submitted by the Contractor, or if there are delays or projected delays occasioned by circumstances beyond the control of the Contractor, which delay is anticipated to delay the completion date, as set forth in the Agreement and/or Task Authorization, GMX may grant to the Contractor an extension of time for performance equal to the aforementioned delays or projected delays, provided there are no changes in compensation or Scope of Services. The Contractor shall not claim any financial compensation due to delays caused by the Contractor.

20. FORCE MAJEURE

The failure of either GMX or the Contractor to comply with any provision of this Agreement due to an act of God, hurricane, war, fire, riot, earthquake, flood, strikes, act of public enemies, or actions of governmental authorities outside of the control of either GMX or the Contractor (excepting compliance with applicable codes and regulations) will not be considered a breach of this Agreement. In this event, the time for the performance of the obligations under this Agreement will be extended for a period commensurate with the delay but the Contractor will receive no additional compensation.

21. EMERGENCY PREPAREDNESS

As may be applicable to the Services, in the event of an emergency, the Contractor shall coordinate with the GMX to identify and prepare to assume the necessary responsibilities of the Emergency Preparedness and Response Plan developed for GMX.

REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING &
PRODUCTION SERVICES

22. CONTRACT PERFORMANCE EVALUATION

The Contractor's performance will be evaluated using the Contract Performance Evaluation Procedures described attached hereto.

23. CONTRACT DOCUMENTS ORDER OF PRECEDENCE

The Parties agree that the Agreement, inclusive of exhibits and any amendments to the Agreement (the "Contract Documents") shall control unless explicitly replaced or amended in writing and signed by both Parties.

The order of precedence for the Contract Documents shall be:

- Any Supplemental Agreements to the Agreement
- Executed Contract (excluding exhibits listed separately herein)
- Scope of Services
- Solicitation Documents
- Proposer's Proposal

If a conflict exists between a GMX originated document and a document originated by the Contractor, the GMX document shall control. Furthermore, any document created prior to Award of the Agreement shall be superseded by documents created after Award of the Agreement.

24. STANDARDS OF CONDUCT AND CONFLICT OF INTEREST

24.1 Standards of Conduct

This section shall apply to the Contractor, its Subcontractors and any other agent or employee engaged by the Contractor.

The Contractor agrees to incorporate the provisions of this section and the section of the Solicitation Documents entitled "*Conflicts of Interest*" in any subcontract into which it might enter with reference to the Services performed for this Agreement and as it relates to the Services performed for the Project. GMX at its sole discretion may conduct an audit of the Contractor's compliance of its obligations under this section.

The Contractor covenants and agrees that it and its employees shall be bound by the standards of conduct provided in applicable Florida Statutes as they relate to the Services performed under this Agreement, which standards shall by reference be made a part of this Agreement as though set forth in full.

The Contractor shall also abide by the *Procurement Policy*, *Code of Ethics*, and provisions of the *Vendor's Bill of Rights and Responsibilities*.



REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING & PRODUCTION SERVICES

The Contractor shall not represent any other party before the State Legislature or any committee thereof, the office of the Governor or any member of the cabinet or any state agency on any matter where such party's interest may be adverse to GMX without the prior written permission of GMX.

In the event the Contractor desires to represent another party before any of the aforementioned public officials, bodies or agencies on any matter where such party's interest may be adverse to GMX, it shall promptly inform the Executive Director in writing of the party it wishes to represent and of the nature of the proposed representation. GMX, in its sole and absolute discretion may preclude the Contractor from simultaneously representing GMX and another party when GMX determines that representation of such other party may be adverse to GMX's interest.

In making such determination, GMX shall have sole and absolute discretion to determine the role of the Contractor and the nature of its representation of GMX. Should the Contractor fail, after five (5) Business Days' notice, to resolve a conflict as determined by GMX, GMX shall have the right to terminate this Agreement.

In the event that such determination shall cause GMX to incur any increased costs due to its inability to retain the Contractor for a particular matter, the Contractor shall promptly pay such costs upon being invoiced therefore by GMX. Absent manifest error, the determination of GMX of such increased costs shall be final and binding on the Contractor.

As used in this section, the term "increased costs" shall mean:

- (1) Administrative costs incurred by GMX including but not limited to legal fees, associated with the retention of another contractor to perform the services that would have been performed by the Contractor absent such conflict of interest, and
- (2) The difference between the amount paid by GMX to such replacement contractor to perform such services and the amount that would have been paid by GMX to the Contractor to perform such services. GMX and the Contractor shall use their best efforts to mitigate the conflict and any increase in costs.

In the event of a dispute between the Parties, the Parties agree to mediation prior to any litigation to resolve said dispute.

GMX is governed in its contracts and transactions by provisions of Florida law relating to conflicts of interest, prohibited transactions, and ethics in government. All parties to contracts with GMX relating to the Services shall familiarize themselves with the Chapter 112, and Chapter 348, Florida Statutes, the Procurement Policy, the Code of Ethics and with general Florida law regulating GMX's ethical requirements, prohibitions and limitations with respect to procurement and contracts.

The Contractor agrees that it shall make no statement, press releases, or other publicity of any kind concerning this Agreement or its subject matter or otherwise disclose or permit to be disclosed any of the data or other information obtained or furnished in compliance with this Agreement, or any particulars thereof, during the period of this Agreement, without first notifying GMX and securing its consent in writing.



REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING &
PRODUCTION SERVICES

The Contractor also agrees that it shall not publish, copyright, or patent any of the data furnished in compliance with this Agreement, it being understood that under the provisions of this Agreement such data or information is the property of GMX.

GMX shall have the right to unilaterally cancel this Agreement for refusal by the Contractor to allow public access to all documents, papers, letters or other materials, subject to provisions of Chapter 119, Florida Statutes, made or received by the Contractor in conjunction with this Agreement.

24.2 Conflicts of Interest:

The Contractor warrants that, to the best of the Contractor's knowledge and belief, there are no relevant facts or circumstances which could give rise to a potential or actual conflict of interest, including but not limited to, an Organizational Conflict of Interest, as defined herein, or a Personal Conflict of Interest, as defined herein, (hereinafter collectively referred to as "Conflict of Interest", "Conflicts of Interest" or "COI"), or that the Contractor has disclosed in writing to GMX all such relevant information relating to the Contractor, its employees, its agents or any of its Subcontractors.

The term *Organizational Conflict of Interest* as used herein means:

- (1) Because of other activities or relationships with other persons or consultants, the Contractor, its employees, agents or Subcontractors or their respective employees, is/are unable or potentially unable to render impartial assistance or advice to GMX;
- (2) The Contractor's, or any of its employees, agents, Subcontractors or their respective employees, objectivity in performing the Services is or might otherwise be impaired; and
- (3) The Contractor, its employees, agents, Subcontractors or their respective employees, has/have an unfair competitive advantage.

The term *Personal Conflict of Interest* as used herein means a relationship of an employee, Subcontractor, or the employees of a Subcontractor with an entity that will or may impair the objectivity of the employee, Subcontractor employee, or Subcontractor in performing the Services.

24.2.1 Notification of Conflict of Interest

Prior to commencement of any Services, or immediately after becoming aware of a Conflict of Interest, whichever is sooner, the Contractor agrees to notify the Executive Director either:

- (1) That, to the best of its knowledge and belief, no Conflict of Interest exists, or
- (2) To identify to GMX any Conflict of Interest the Contractor or its agents, employees, or Subcontractors may have. In emergency situations, however, Services may begin, but notification of Conflicts of Interest shall be made in writing to the Executive Director within five (5) Business Days.

REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING & PRODUCTION SERVICES

The Contractor agrees that if a Conflict of Interest is identified during performance, the Contractor will immediately make a full disclosure in writing to the Executive Director. This disclosure shall include a description of actions, which the Contractor has taken or proposes to take, after consultation with GMX, to avoid, mitigate, or neutralize the Conflict of Interest. The Contractor shall discontinue any relevant performance until notified by the Executive Director of any contrary action to be taken.

GMX may, at its sole discretion, withhold payments due or which may become due, suspend the Services, terminate this Agreement for convenience, in whole or in part, if it deems such termination necessary to avoid a Conflict of Interest, or pursue such other remedies as may be permitted by law or this Agreement. If the Contractor was aware of a Conflict of Interest prior to award or discovered a Conflict of Interest after award and did not disclose it, or misrepresented relevant information to GMX, or GMX becomes aware of a Conflict of Interest that was not disclosed by the Contractor, GMX may at its sole discretion, withhold payments due or which may become due, suspend the Services, terminate the Agreement in whole or in part for default, or pursue such other remedies as may be permitted by law or this Agreement.

24.2.2 Conflict of Interest Plan

The Contractor shall prepare and submit a Conflict of Interest (COI) Plan within twenty (20) Business Days after the execution of this Agreement or any other time requested by GMX, which outlines the procedures in place to avoid, neutralize or mitigate Conflicts of Interest, whether actual or potential, personal or organizational, throughout the period of performance of the Agreement.

The Contractor's COI Plan is a document which describes the procedures the Contractor uses to identify and report COI's. Generally, a corporate COI plan will describe how a company, in its entirety, addresses conflicts, and will not be contract or program specific.

The plan may also describe the options a company will consider proposing to avoid, neutralize, or mitigate a COI whenever a Conflict of Interest is identified. The plan shall be evaluated and approved by GMX. The plan shall address step by step the checks and balances in place to detect any potential or actual Conflicts of Interest that could result from activities covered in the Scope of Services.

The Contractor's obligations with regard to providing notice of Conflict of Interest situations shall apply until the expiration date of this Agreement.

24.2.3 Restriction on Future Contracts

The Parties to this Agreement agree that the Contractor will be restricted in its future contracting in the manner described below.

- (1) The Contractor may be ineligible to participate in any GMX solicitations and ensuing GMX agreements, either as a prime Contractor or Subcontractor.



REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING &
PRODUCTION SERVICES

- (2) The Contractor, during the life of this Agreement, shall be ineligible to enter into any agreement with individuals or firms to perform services on projects related to the Services performed under this Agreement unless otherwise authorized in writing by the Executive Director.
- (3) The Contractor agrees in advance that if any bids/proposals are submitted for any services that would require written approval of GMX prior to entering into another agreement subject to the restrictions of this section, then the bids/proposals are submitted at the Contractor's own risk. Therefore, no claim shall be made against GMX to recover bid/proposal costs as a direct cost whether the request for authorization to enter into the other agreement is denied or approved.

24.2.4 COI Adverse Determination

A review process available to the Contractor when an adverse determination is received shall consist of a request for reconsideration to the Executive Director. An adverse determination resulting from a request for reconsideration by the Executive Director will not preclude the Contractor from requesting a review. Either a request for review or a request for reconsideration must be submitted to the appropriate level within thirty (30) Calendar Days after receipt of the initial adverse determination.

24.2.5 Subcontractors Contracts

The Contractor agrees to insert in each Subcontractor agreement hereunder, provisions which shall conform substantially to the language of the subsection entitled *Conflicts of Interest*, including this paragraph. The Contractor may request in writing that the Executive Director exempt from this Conflicts of Interest subsection a particular Subcontractor agreement for certain technical or contractor services. GMX will review and evaluate each request on a case-by-case basis before approving or disapproving the request.

The Contractor agrees to insert in each Subcontractor agreement hereunder the requirement that any Subcontractor who performs Services as a Subcontractor pursuant to this Agreement and wishes to submit a proposal or bid, either as a prime contractor or as a Subcontractor on any GMX procurement, shall request in writing a determination from GMX that they may participate in the specific GMX procurement prior to the proposal or bid submittal date.

Such written request shall include justification as to why there is no Conflict of Interest in this situation. Failure to do so may result in the Subcontractor's proposal being deemed non-responsive.

24.2.6 Annual Disclosure Form

In compliance with Section 348.0003, Florida Statutes, as may be amended, in addition to all other requirements of the Contract Documents related to avoidance and disclosures of Conflict of Interest, the Contractor is also required to annually submit to the Ethics Officer the Annual Disclosure Form, incorporated herein by reference and found on the GMX website, and provide the following information:



REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING &
PRODUCTION SERVICES

- (1) Any relationship that the Contractor has which affords a current or future financial benefit to the Contractor, or to a relative or business associate of the Contractor, and which a reasonable person would conclude has the potential to create a prohibited Conflict of Interest.
- (2) Whether a relative of the Contractor is registered to lobby the Executive Branch of the State of Florida or the Florida Constitution Review Committee and, if so, the names of such lobbyist's clients must be provided in writing to the Ethics Officer.
- (3) Any and all interests in real property held by the Contractor or the immediate family member of the Contractor, if such real property is located in or within a ½ mile radius of any actual or prospective GMX project. Prior to the execution of the Agreement, the Contractor has been provided a corridor map and property ownership list reflecting the ownership of all real property within the disclosure area, or an alignment map with a list of associated owners.

The Annual Disclosure Form must be submitted by the Contractor on the Effective Date of the Agreement and updated every year on the same date.

It is the Contractor's responsibility to obtain from GMX an updated corridor map and a property ownership list for all real property within the disclosure area, and an alignment map with a list of associated owners in order to properly complete the Annual Disclosure Form. Failure by the Contractor to timely submit the Annual Disclosure Form is a default under the Agreement and GMX, at its sole discretion, may enforce all applicable provisions under the Agreement, including and up to termination of the Agreement.

25. CONVICTED VENDORS LIST AND DEBARMENT

The Contractor represents that it is not currently on the convicted vendor list, or debarred as described in the Solicitation Documents and that it shall notify GMX immediately if, during this Agreement, it is placed on said list. The Contractor agrees that placement on said list constitutes grounds for immediate termination of this Agreement by GMX.

By execution of this Agreement, the Contractor further certifies that the information provided in the executed Sworn Statement on Public Entity Crimes and Debarment form(s) for both the Contractor and the Subcontractors is true and correct.

The Contractor agrees to indemnify GMX for any costs and expenses, including but not limited to reasonable audit costs, attorneys' fees and expert witness fees that GMX incurs due to any fraudulent statements made by the Contractor in regards to this certification.

26. SCRUTINIZED COMPANIES LISTS

Pursuant to the prohibitions of Section 287.135, Florida Statutes and Section 215.473, Florida Statutes, by execution and submittal of a Bid, the Contractor has certified to GMX that it is not on any of the following lists:



REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING &
PRODUCTION SERVICES

- Scrutinized Companies that Boycott Israel List;
- Scrutinized Companies with Activities in Sudan List;
- Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

The Contractor further certified that:

- It is not engaged in a boycott of Israel;
- It has not been engaged in business operations in Cuba & Syria.

Alternatively, if the Contractor was unable to provide such certification, the Contractor provided to GMX a duly executed written explanation of the facts supporting the applicable exception to the requirement for certification in compliance with Section 287.135, Florida Statutes.

The Contractor shall provide written notification to GMX of any changes to the certification or exception provided, as described above, immediately upon becoming aware of any such changes. GMX shall have the right to terminate for default the Contract if the Contractor is found to have submitted a false certificate or to have been placed on any of the above listed lists.

The Contractor shall not engage any Firm to perform Services under the Contract that does not meet the requirements pursuant to this provision.

27. E-VERIFY REQUIREMENTS

U.S. law requires companies to employ only individuals who may legally work in the United States, either U.S. citizens, or foreign citizens who have the necessary authorization. Any Contractor providing services to GMX must verify the employment eligibility of employees through the U.S. Department of Homeland Security's E-Verify system. In addition, the Contractor shall verify that Subcontractors performing Services on the Agreement utilize the E-Verify system to verify the employment eligibility of employees hired by the Subcontractor during the Contract Term. GMX will consider the employment by any Contractor or Subcontractor of unauthorized aliens a violation of Section 274A(e) of the Immigration and Nationality Act. Such violation will be cause for unilateral cancellation of this Agreement by GMX, if it is determined that the Contractor or Subcontractor knowingly employs unauthorized aliens.

28. PROOF OF VEHICLE REGISTRATION

The Contractor shall register all vehicles used in the course of performing the Services as required by Chapter 320, Florida Statutes. If the Contractor fails to register any motor vehicle that it operates in Florida, pursuant to Chapter 320, Florida Statutes, GMX may disqualify the Contractor from proposing on future GMX procurements, or GMX may suspend the Contractor from this and/or other GMX agreements.

29. COMPLIANCE WITH LAWS

The Contractor, its employees and representatives shall at all times comply with the federal, state, and local laws and ordinances, statutes, rules, regulations and orders of governmental authorities applicable to the Services or payment of Services thereof, and shall not discriminate on the grounds of race, color, religion, sex, sexual orientation, age or national origin in the performance of the Services under this Agreement.

Professional Services Agreement

Initials (Contractor)



REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING &
PRODUCTION SERVICES

30. EXECUTION OF THE AGREEMENT

If the Contractor is a firm or company owned by an individual, this Agreement shall be executed in the name of the firm or company by the manual signature of the individual or sole proprietor.

If the firm is a Partnership, this Agreement shall be executed in the name of the partnership by the manual signature of the general partner.

If a corporation, the Agreement shall be executed in the name of the Corporation and shall bear the corporate seal and be signed by the President, the Vice-President, or a representative of the Contractor who is authorized either by position or by corporate resolution to contractually bind the Contractor in all aspects of the Agreement.

If a joint venture, the Agreement shall be executed in the name of the joint venture and be signed by a person authorized to sign on behalf of the joint venture.

31. ERRORS OR OMISSIONS IN CONTRACT DOCUMENTS

The Contractor shall not take advantage of any apparent error or omissions which the Contractor discovers in the Contract Documents, and shall immediately notify GMX of such discovery. GMX will make such corrections and interpretations as necessary to reflect the intent of the Contract Documents.

32. OWNERSHIP OF DOCUMENTS

All tracings, documents, studies, data and/or reports prepared or obtained under the Contract Documents shall be considered works made for hire and shall become property of GMX without restriction or limitation on their use, and shall be made available upon request to GMX at any time. The Contractor shall therefore agree not to publish, copyright or patent any of the data furnished in compliance with the Agreement. GMX shall have the right to visit the offices of the Contractor for review of the Services at any time. The Contractor shall not be liable for use by GMX of said documents, studies, or other data for any purpose other than that intended by the terms of the Contract Documents.

33. AUDIT AND EXAMINATION OF CONTRACT RECORDS AND PROPOSAL RECORDS

GMX reserves the right at any time, and from time to time for any reason whatsoever to review, audit, copy, examine and investigate in any manner, any Contract Records (as herein defined) or Proposal Records (as defined herein) of the Contractor or any Subcontractor. The Contractor shall include in its contract with any Subcontractor similar provisions as detailed herein and Subcontractors' agreements shall comply with the provisions of this section.

Contract Records shall include, but are not limited to, all information, communications and data, whether in writing or stored on a computer, computer disks or drives, microfilm, CD's or DVD's, writings, working papers, drafts, computer printouts, field notes, charts or any other data compilations, books of account, photographs, videotapes and audio tapes, supporting documents, any other papers or preserved data related to the Agreement or the Contractor's performance of the Agreement determined necessary by GMX for any purpose.



REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING & PRODUCTION SERVICES

Such records shall also include, but not be limited to, time sheets, task authorizations, direct expense reimbursable records, the Contractor's general accounting records relating to its obligations and Services under this Agreement, together with supporting documents and records of the Contractor and all Subcontractors performing Services under this Agreement and all other records of the Contractor and Subcontractors considered necessary by GMX for a proper audit of all costs associated with this Agreement.

Proposal Records shall include, but are not limited to, all information and data, whether in writing or stored on a computer, computer disks or drives, writings, working papers, computer printouts, charts or other data compilations that contain or reflect information, data or calculations used by a Proposer in determining labor, unit price (where applicable), or any other component of a Proposal submitted to GMX, and any information relating to the determination or application of equipment rates, home and field overhead rates, related time schedules, labor rates, efficiency or productivity factors, arithmetic extensions, quotations from Subcontractors, truckers or materials suppliers, profit contingencies and any standard manuals in the industry that may be used by a Proposer in determining a negotiated cost for the Services.

If GMX requests access to or review of any Contract Records or Proposal Records and the Contractor refuses such access or review, the Contractor shall be in default under the Agreement and such refusal shall, without any other or additional actions, constitute grounds for termination of the Agreement. This provision shall not be limited in any manner by the existence of any Contractor claims or pending litigation relating to the Agreement.

The Contractor shall preserve all Contract Records and Proposal Records for the entire term of the Agreement.

34. PUBLIC RECORDS

The Contractor shall enable reasonable and convenient access to all documents, papers, letters, or other material to any person making a request for such documents pursuant to the provisions of Chapter 119, Florida Statutes, for documents made or received by the Contractor in conjunction with the Agreement.

Failure to promptly afford such access may be grounds for immediate unilateral cancellation of the Agreement by GMX and the Contractor shall indemnify GMX against any costs or penalties GMX may incur as a result of the Contractor's failure to comply with, or impede GMX being able to comply with, the provisions of Chapter 119, Florida Statutes.

Upon receipt of any public records request, the Contractor shall immediately notify the Public Records Custodian and secure prior written consent and coordination of response to the request before releasing such records.

Greater Miami Expressway Agency (GMX)
Public Records Custodian
3790 NW 21st Street
Miami, Florida 33142
305.637.3277 ext. 2000
publicrecords@gmx-way.com

All documents related to the Agreement as detailed herein must be provided in accordance with the section herein entitled *Audit and Examination of Contract Records & Proposal Records*.



REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING & PRODUCTION SERVICES

In the same manner, pursuant to the protection provided by Chapter 119, Florida Statutes, to the extent the Services under this Agreement require access to proprietary or confidential business or financial data of GMX or other companies, and as long as such data remains proprietary or confidential, the Contractor shall protect such data from unauthorized use and disclosure.

35. CONFIDENTIALITY

To the extent that the Services under this Contract requires access to proprietary or trade secrets or business or financial data of GMX or other companies, and as long as such data remains proprietary or confidential, the Contractor shall protect such data from unauthorized use and disclosure in accordance with the provisions of Chapter 119, Florida Statutes.

36. INSPECTION OF SERVICES AND DOCUMENTS AND ENDORSEMENT OF WORK PRODUCTS

GMX shall maintain the right to inspect the Services performed by the Contractor and request any documentation from the Contractor to ensure quality products and services are being provided. The Contractor shall make available to GMX, upon request, complete records of all costs incurred under the terms of this Agreement for purposes of auditing prior or current invoices. The Contractor acknowledges that all work products generated from the Services provided pursuant to this Agreement shall be subject to the provisions of Chapter 119, Florida Statutes.

37. TERMINATION

37.1 Termination by Mutual Agreement

This Agreement may be terminated by either Party by mutual agreement in writing.

32.2 Termination for Default

Should one Party fail to perform in accordance with the terms of this Agreement through no fault of the other, the non-breaching Party may terminate this Agreement upon a minimum of seven (7) Calendar Days written notice.

In the event of termination, due to no fault of the Contractor, the Contractor shall be paid for services performed to the termination date, including reimbursements, if any.

32.3 Termination for Non-Performance

If GMX determines that the performance of the Contractor is not satisfactory, GMX shall have the option, at its sole discretion, of (a) immediately terminating this Agreement or (b) notifying the Contractor of the deficiency with a requirement that the deficiency be corrected within a specified time, otherwise this Agreement shall be terminated at the end of such time. In such case, the Contractor shall be paid for Services satisfactorily performed, at the discretion of GMX, in accordance with the terms of this Agreement, except any amounts in dispute.

REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING & PRODUCTION SERVICES

32.4 Termination for Convenience

The performance of Services under this Agreement may be terminated by GMX in accordance with this clause, in whole or in part, whenever GMX determines that such termination is in the best interest of GMX.

GMX shall notify the Contractor of such termination with instructions as to the effective date of the termination, which effective date shall not be less than thirty (30) Calendar Days after the date of such notification, or shall specify the stage of Services at which this Agreement is to be terminated.

Upon termination, the Contractor shall be entitled to payment for Services completed to the date of termination only. The percentage of completion shall be determined by GMX.

32.5 Termination for Insolvency

GMX reserves the right to terminate or cancel this Agreement in the event the Contractor shall be placed in either voluntary or involuntary bankruptcy or an assignment shall be made for the benefit of creditors.

32.6 No Relief of Liabilities

Notwithstanding the rights of the Parties to terminate this Agreement as described elsewhere in this Agreement, the Contractor shall not be relieved of liability to GMX for damages sustained by GMX, by virtue of any breach of the obligations, covenants, agreements, stipulations, representations or warranties of this Agreement by the Contractor and GMX may withhold any payment due to the Contractor up to the amount of damages claimed by GMX for the purpose of set-off, until such time as the exact amount of damages due to GMX is agreed upon or otherwise determined.

32.7 Termination Transition.

At the discretion of GMX, but no longer than thirty (30) Calendar Days from the effective date of termination, the Contractor shall provide reasonable cooperation in the transition of its responsibilities.

38. DISPUTES, DISPUTE RESOLUTION AND CLAIMS

If any dispute regarding the Contractor claims arising hereunder or relating to the Agreement and the Contractor's Services hereunder results in litigation, the prevailing Party in such litigation shall be entitled to recover reasonable attorney's fees and costs, including costs and expenses of expert witnesses.

The term "contested claim" or "claims" shall mean the initial written claim(s) submitted to GMX by the Contractor (disputed by GMX) which have not otherwise been resolved through ordinary close-out procedures of a Task Authorization and/or this Agreement prior to the initiation of litigation. The Contractor claims or portions thereof, which GMX agreed to pay or offered to pay prior to initiation of litigation, shall not be deemed contested claims for purposes of this provision.

Attorney's fees and costs awarded to the prevailing Party shall mean reasonable fees and costs incurred in connection with and measured from the date a claim is initially submitted to GMX through and including trial, appeal and collection.



REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING &
PRODUCTION SERVICES

In the circumstance where an original claim is subsequently modified, amended or a substituted claim is filed therefore, fees and costs shall accrue from the date of the first written claim submitted.

The term "litigation" shall include mediation proceedings. As a condition precedent to litigation, the Contractor shall have first submitted its claim (together with supporting documentation) to GMX, and GMX shall have had sixty (60) Business Days thereafter within which to respond thereto.

The purpose of this provision is to discourage frivolous or overstated claims and, as a result thereof, GMX and the Contractor agree that neither Party shall avail itself of Section 768.79, Florida Statutes, or any other like statute or rule involving offers of settlement or offers of judgment, it being understood and agreed that the purpose of such statute or rule are being served by this provision.

Should this provision be judged unenforceable or illegal, in whole or in substantial part, by a court of competent jurisdiction, this provision shall be void in its entirety and each Party shall bear its own attorney's fees and costs.

No court proceedings on any claim may be filed until the Parties have first participated in mediation.

All Services shall be performed by the Contractor in accordance with sound business and accounting practices to the satisfaction of GMX. GMX shall decide all questions, difficulties, and disputes of any nature whatsoever that may arise under or by reason of this Agreement, the prosecution and fulfillment of the Services hereunder, the character, quality, amount and value thereof; and its determination upon all claims, questions and disputes shall be final and conclusive upon the Parties hereto.

Adjustment of compensation and Agreement time because of any major changes in the Services that may become necessary or desirable as the Services progress shall be left to the absolute discretion of GMX and any such adjustments shall be evidenced by Supplemental Agreements between the Parties in accordance herewith.

In the event that the Contractor and GMX are not able to reach an agreement as to the amount of compensation to be paid to the Contractor for supplemental Services desired by GMX, the Contractor will be obligated to proceed with the supplemental Services in a timely manner for the amount determined by GMX to be reasonable. In such event, the Contractor will have the right to file a claim with GMX for such additional amounts as the Contractor deems reasonable; however, in no event will the filing of the claim or the resolution or litigation thereof through the courts relieve the Contractor from the obligation to timely perform the supplemental Services.

39. CONSTRUCTION OF LANGUAGE

All words used herein in the singular form will extend to and include the plural. All words used in the plural form will extend to and include the singular. All words used in any gender will extend to and include all genders. Capitalized terms used herein shall have the meaning ascribed to them in the Contract Documents.

40. CHOICE OF LAW

This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. Venue of any litigation arising out of this Agreement shall be in Miami-Dade County, Florida. In the event of any litigation arising out of this Agreement, the Contractor agrees that service of process on the Contractor may be made on its registered agent as designated in the corporate records of the Florida Division of Corporations. The Contractor shall notify GMX in writing within thirty (30) Calendar Days of a change and the name of the successor registered agent. These provisions are in addition to any methods of service of process allowed by the Florida Statutes.



REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING &
PRODUCTION SERVICES

41. WAIVER OF TRIAL BY JURY:

The Contractor and GMX hereby knowingly, voluntarily and intentionally waive the right either may have to a trial by jury in respect to any litigation based hereon, or arising out of, under or in connection with this Agreement, and any agreement contemplated to be executed in conjunction herewith, or any course of conduct, course of dealing, or actions of either Party.

42. ENTIRE AGREEMENT

This Agreement embodies the whole agreement between the Parties and there are no inducements, promises, terms, conditions, or obligations made or entered into by either GMX or the Contractor other than contained herein. This Agreement shall inure to the benefit of, and be binding on, the Parties or the successor(s).

43. THIRD-PARTY BENEFICIARY

It is specifically agreed between the Parties executing the Agreement that it is not intended by any of the provisions of any part of the Agreement to create in the public or any member thereof, a third-party beneficiary hereunder, or to authorize anyone not a party to the Agreement to maintain a suit for personal injuries, bodily injury or property damage pursuant to the terms or provisions of the Agreement.

44. NOTICES

All Notices required under this Agreement shall be in writing. Notices shall be mailed or delivered as follows, unless a Party directs in writing that notices shall be provided to it at another location:

To the Agency: Jacqueline Buitrago, CPPB
Procurement Manager
Greater Miami Expressway Agency (GMX)
3790 N.W. 21st Street
Miami, Florida 33142

With a copy to: GMX General Counsel
Greater Miami Expressway Agency (GMX)
3790 N.W. 21st Street
Miami, Florida 33142

To the Contractor: Howard Attias
Principal
Full Moon Creative LLC.
10001 NW 50th Street
Suite 202
Sunrise, Florida 33351

REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING & PRODUCTION SERVICES

45. SECTION HEADINGS

Any headings preceding the texts of the sections in this Agreement and any table of contents shall be solely for the convenience of reference and shall neither constitute a part of this Agreement nor affect its meaning, construction or effect.

46. SEVERABILITY

If any one or more of the covenants, agreements or provisions of this Agreement shall be held invalid, it is the intent of the Parties that such covenants, agreements or provisions shall be deemed severable and that the remaining provisions remain in full force and effect.

47. ADDITIONAL TERMS

All Exhibits attached hereto contain additional terms of this Agreement and are incorporated as if actually set forth herein.

48. COOPERATIVE PURCHASING (PIGGY-BACKING).

As may be applicable, pursuant to the Procurement Policy, other governmental agencies may utilize GMX contracts if the Contractor agrees to enter into a separate contract with such governmental agency(ies) incorporating the GMX contract terms and conditions.

49. ACKNOWLEDGEMENT & REPRESENTATION.

The Parties to this Agreement individually represent, warrant, and agree that:

- A. They have been represented by legal counsel of their choice in connection with the Agreement;
- B. They are fully aware and clearly understand all of the terms and provisions contained in this Agreement;
- C. They have voluntarily, with full knowledge and without coercion or duress of any kind, entered into this Agreement;
- D. They are not relying on any representation, either written or oral, express or implied, made to them by any other Party other than as set forth in this Agreement; and
- E. The consideration received by them to enter into this Agreement and the settlement contemplated by this Agreement has been actual and adequate.

50. CERTIFICATION

This document is a GMX document maintained in an electronic format and no changes may be made to this document without approval from GMX.

The Contractor must submit any requested changes or revisions to GMX for approval prior to the Contractor executing this Agreement.



REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING & PRODUCTION SERVICES

By signing this document, the Contractor hereby represents that no change has been made to the text of this document.

You MUST certify by checking the box below:

☒ No changes have been made to this Agreement.

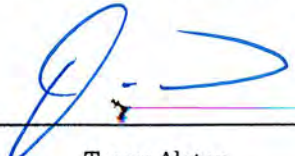
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REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING & PRODUCTION SERVICES

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their respective and duly authorized officers as of the Effective Date defined herein.

GREATER MIAMI EXPRESSWAY AGENCY

By:  2/7/24
Torey Alston
Interim Executive Director

FULL MOON CREATIVE LLC.

By: 
Signature of Authorized Officer
Howard Atkins
Print Name of Authorized Officer
Principal
Title of Authorized Officer


Initials (Contractor)



REQUEST FOR PROPOSAL (RFP)
GMX PROCUREMENT/CONTRACT NO.: IP-24-01
GMX PROJECT/SERVICE TITLE: VIDEO RECORDING & PRODUCTION SERVICES

EXHIBITS:

The following exhibits are incorporated herein and attached hereto, unless otherwise noted:

- Exhibit A Scope of Services
- Exhibit B Solicitation Documents including associated Addenda
- Exhibit C Consultants' Proposal
- Exhibit D Consultants' Price Proposal
 - D-1 Invoice Submittal Forms
 - a) Task Authorization*
 - b) GMX Invoice Tracking Form*
- Exhibit E Sworn Statement on Public Entity Crimes and Debarment
- Exhibit F Procurement Policy*
- Exhibit G Code of Ethics*
- Exhibit H Vendor's Bill of Rights and Responsibilities
- Exhibit I Request for Authorization to Subcontract Work (if applicable)
- Exhibit J Personnel Change Request Form (if applicable)
- Exhibit K Annual Disclosure Form
- Exhibit L Contract Performance Evaluation Procedures and Form (Sample)
- Exhibit M Insurance Requirements

* Current Policies and Forms available on the GMX website at:
<https://www.gmx-way.com/business/procurement-documents>

If in substantial form some of these attachments are not available now but will be provided to the Successful Contractor.

Professional Services Agreement

Page 31 of 31

 **Initials (Contractor)**