

DOCUMENTS FOR:



RFP # 003-20 HISTORIC VESSEL-WORKING EXCURSION

September 2019

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Port & Marine Services

RFP DOCUMENTS

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REQUEST FOR PROPOSALS

Sealed proposals for the City of Key West Caroline Street and Bahama Village Community Redevelopment Agency (CRA) RFP #003-20 HISTORIC VESSEL WORKING EXCURSION, addressed to the City of Key West, will be received at the Office of the City Clerk, 1300 White St., Key West Florida, 33040 **until 3:00 pm on October 30, 2019** and then will be publicly opened and read. Any proposal received after the time and date specified will not be considered.

Please submit one (1) original and two (2) flash drives with one single PDF file of the sections entitled "Proposal Requirements" and "Contract Forms". Proposal package is to be enclosed in a sealed envelope, clearly marked on the outside "PROPOSAL FOR HISTORIC VESSEL WORKING EXCURSION" addressed and delivered to the City Clerk at the address noted above.

The CRA is seeking proposals from qualified individuals or firms that will supply and operate a real or replica historic vessel that will include an educational and work experience type excursion to operate daily out of the Key West Historic Seaport (Key West Bight Marina).

The full Request for Proposal may be obtained from Demand Star by Onvia and The City of Key West website. Please contact Demand Star at www.demandstar.com or call 1-800-711-1712 or www.cityofkeywest-fl.gov

The Proposer will be required to furnish documentation with his proposal showing that he is in compliance with any and all licensing requirements of the State and Coast Guard.

The Proposer shall furnish documentation showing that he is in compliance with the licensing requirements of the provisions of Chapter 66 Section 87 of the Code of Ordinances of the City of Key West; within 10 days the following the Notice of Award and must demonstrate that he holds at a minimum, the following licenses & certificates;

A. City of Key West Business Tax License Receipt

Compliance with these provisions is required before the Proposer can enter into the agreement contained in the Contract Documents.

All insurance contracts and certificates of insurance shall be either executed by or countersigned by a licensed resident agent of the Surety or Insurance Company having his place of business in the State of Florida, and in all ways complying with the insurance laws of the State of Florida. Further, the said Surety or Insurance Company shall be duly licensed and qualified to do business in the State of Florida.

Before a Dockage Agreement will be awarded for the work contemplated herein, the CRA will conduct such investigation as is necessary to determine the performance record and ability of the Proposer to perform the size and type of work specified. Upon request, the Proposer shall submit any additional information as deemed necessary by the CRA to evaluate the Proposer's qualifications.

For information concerning the proposed work please contact Doug Bradshaw, Port and Marine Services Director by email at dbradshaw@cityofkeywest-fl.gov. Verbal communications, per the City's "Cone of Silence" ordinance are not allowed.

As stated above at the time of the proposal submittal the Proposer must provide satisfactory documentation of State and Coast Guard Licenses. The Proposer shall furnish documentation showing that he is in compliance with the licensing requirements of County, and City licenses as would be required within ten days of the award. The successful Proposer must also be able to satisfy the City Attorney as to such insurance coverage and legal requirements as may be demanded by the Proposal in question. The CRA may reject proposal for any and/or all of the following reasons: (1) for budgetary reasons, (2) if the proposer misstates or conceals a material fact in its bid, (3) if the proposal does not strictly conform to the law or is non-responsive to the bid requirements, (4) if the proposal is conditional, or (5) if a change of circumstances occurs making the purpose of the proposal unnecessary to the CRA. (6) if such rejection is in the best interest of the CRA. The CRA may also waive any minor formalities or irregularities in any proposal.

The CRA is seeking proposals from qualified individuals or firms that will enter into a dockage agreement that will operate a real or replica historic vessel that will include an educational and work experience type excursion to operate daily out of the Key West Historic Seaport (Key West Bight Marina). The educational and work experience component shall be a reflection of historical marine operations that occurred at the Key West Historic Seaport (Key West Bight Marina).

REQUIRED QUALIFICATIONS

1. Proposer must have been in existence in a similar marine business for a continuous period of three (3) years prior to the date of this RFP.
2. Proposer must have first-hand experience in the operation of a commercial marine business.

PROPOSAL SUBMITTAL REQUIREMENTS

Proposers shall address the following areas. A proposal's failure to address all areas may result in rejection of the Proposal.

Sections

1. Introduction
 - a. Proposer's name and address.
 - b. Proposer's telephone number and email address.
2. Proposer's Experience and References
 - a. This section shall describe experience in the commercial marine business and provide at least three (3) references including name, phone number, email, and the references experience with the proposer.
3. Full description of business proposed
 - a. Type of vessel including specifications of the vessel
 - b. Business plan
 - c. Ability to meet all certifications including Coast Guard approval
 - d. Description of Customer experience during the excursion

Proposer shall complete and submit the following forms with his proposal:

- Anti-Kickback Affidavit
- Sworn Statement under section 287.133(3)(a) Florida Statutes, on public entity crimes
- Indemnification Form
- Domestic Partnership Affidavit
- Cone of Silence Affidavit
- All requirements listed in Proposal Submittal Requirements
- Proof of Insurance

SELECTION

Proposals submitted will be evaluated by an Evaluation Committee. In a publicly noticed meeting the Evaluation Committee will meet to review and discuss the various proposals. The Committee will then evaluate and rank the proposals based on the items outlined in the Evaluation criteria. The Key West Bight Management Board may accept the ranking recommendations of the Evaluation Committee and may request ranked proposers to give a presentation and/or answer questions, amend the rankings or reject all proposals. The Key West Bight Management Board will make the final selection. The Board shall not be responsible for any costs of preparation or costs incurred in relation to any opportunities for an interview.

The Evaluation Committee criteria are as follows:

Maximum Points	Category
20	Experience of Proposer * Experience of proposer in commercial marine business * References
40	Type of Business Proposed * Customer Experience proposed * Business Plan
40	Type of Vessel * Historic or replica * Consistent with previous historic vessels in the Key West Bight

CONTRACT

The selected proposer will enter into the Key West Bight's Commercial Dockage Agreement and must adhere to the Marina Rules and Regulations for the Key West Bight Marina. Historic vessels including replicas will receive the Historic Vessel discount (50% of the current commercial rate).

SCOPE OF SERVICES

The Key West Bight Management Board is soliciting:

1. Will supply and operate a real or replica historic vessel that will include an educational and work experience type excursion that will operate daily out of the Key West Historic Seaport (Key West Bight Marina).
2. Educational and work experience component shall be a reflection of historical marine operations that occurred at the Key West Historic Seaport (Key West Bight Marina).
3. Must operate year round in the marina
4. Must actively promote and provide opportunities for daily excursions on the vessel.
5. Term charter proposals will not be considered.

NON-COLLUSION AFFIDAVIT

STATE OF FLORIDA)
 :
 SS COUNTY OF MONROE)

I, the undersigned hereby declares that the only persons or parties interested in this Proposal are those named herein, that this Proposal is, in all respects, fair and without fraud, that it is made without collusion with any official of the Owner, and that the Proposal is made without any connection or collusion with any person submitting another Proposal on this Contract.

By: _____

Sworn and subscribed before me this

_____ day of _____, 20____.

NOTARY PUBLIC, State of Florida at Large

My Commission Expires: _____

ANTI – KICKBACK AFFIDAVIT

STATE OF _____)
 : SS
COUNTY OF _____)

I, the undersigned hereby duly sworn, depose and say that no portion of the sum herein bid will be paid to any employees of the City of Key West as a commission, kickback, reward or gift, directly or indirectly by me or any member of my firm or by an officer of the corporation.

By: _____

Sworn and subscribed before me this _____ day of _____,
20____.

NOTARY PUBLIC, State of _____ at Large

My Commission Expires:

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

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

1. This sworn statement is submitted with Bid or Proposal for _____

2. This sworn statement is submitted by _____
(Name of entity submitting sworn statement)

whose business address is _____

and (if applicable) its Federal Employer Identification Number (FEIN) is _____

(If the entity has no FEIN, include the Social Security Number of the individual

signing this sworn statement _____

3. My name is _____
(Please print name of individual signing)

and my relationship to the entity named above is _____

4. I understand that a “public entity crime” as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including but not limited to, any bid or contract for goods or services to be provided to any public or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, material misrepresentation.
5. I understand that “convicted” or “conviction” as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication guilt, in any federal or state trial court of record relating to charges brought by indictment information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

6. I understand that an “affiliate” as defined in Paragraph 287.133(1)(a), Florida Statutes, means
- a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term “affiliate” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
7. I understand that a “person” as defined in Paragraph 287.133(1)(8), Florida Statutes, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with public entity. The term “person” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
8. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. (Please indicate which statement applies).

____Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND (Please indicate which additional statement applies.)

____There has been a proceeding concerning the conviction before a hearing of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted VENDOR list. (Please attach a copy of the final order.)

____The person or affiliate was placed on the convicted VENDOR list. There has been a subsequent proceeding before a hearing officer of the State of

Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted VENDOR list. (Please attach a copy of the final order.)

_____The person or affiliate has not been put on the convicted VENDOR list. (Please describe any action taken by or pending with the Department of General Services.)

(Signature)

(Date)

STATE OF _____

COUNTY OF _____

PERSONALLY APPEARED BEFORE ME, the undersigned authority,

_____who, after first being sworn by me, affixed his/her
(Name of individual signing)

Signature in the space provided above on this _____ day of _____, 20_____.

My commission expires:

NOTARY PUBLIC

CITY OF KEY WEST INDEMNIFICATION FORM

To the fullest extent permitted by law, the VENDOR expressly agrees to indemnify and hold harmless the City of Key West, their officers, directors, agents and employees (herein called the "indemnitees") from any and all liability for damages, including, if allowed by law, reasonable attorney's fees and court costs, such legal expenses to include costs incurred in establishing the indemnification and other rights agreed to in this Paragraph, to persons or property, caused in whole or in part by any act, omission, or default by VENDOR or its subcontractors, material men, or agents of any tier or their employees, arising out of this agreement or its performance, including any such damages caused in whole or in part by any act, omission or default of any indemnitee, but specifically excluding any claims of, or damages against an indemnitee resulting from such indemnitee's gross negligence, or the willful, wanton or intentional misconduct of such indemnitee or for statutory violation or punitive damages except and to the extent the statutory violation or punitive damages are caused by or result from the acts or omissions of the VENDOR or its subcontractors, material men or agents of any tier or their respective employees.

VENDOR: _____

SEAL:

Address

Signature

Print Name

Title

DATE: _____

Sworn and subscribed before this _____ day of _____, 20____

NOTARY PUBLIC, State of _____, at Large

My Commission Expires: _____

EQUAL BENEFITS FOR DOMESTIC PARTNERS AFFIDAVIT

STATE OF _____)
: SS
COUNTY OF _____)

I, the undersigned hereby duly sworn, depose and say that the firm of _____ provides benefits to domestic partners of its employees on the same basis as it provides benefits to employees' spouses per City of Key West Ordinance Sec. 2-799.

By: _____

Sworn and subscribed before this _____ day of _____, 20____

NOTARY PUBLIC, State of _____, at Large

My Commission Expires: _____

CONE OF SILENCE AFFIDAVIT

STATE OF _____)
 : SS
COUNTY OF _____)

I the undersigned hereby duly sworn depose and say that all owner(s), partners, officers, directors, employees and agents representing the firm of _____ have read and understand the limitations and procedures regarding communications concerning City of Key West issued competitive solicitations pursuant to City of Key West Ordinance Section 2-773 Cone of Silence (attached).

By: _____

Sworn and subscribed before me this

_____ day of _____ 20____.

NOTARY PUBLIC, State of _____ at Large

My Commission Expires: _____

PART 2

COMMERCIAL DOCKAGE AGREEMENT

KEY WEST BIGHT COMMERCIAL DOCKAGE AGREEMENT

This Agreement is made between the Caroline Street Corridor and Bahama Village Community Redevelopment Agency (hereinafter referred to as "CRA"), and the person or entity named below (hereinafter referred to as "Owner").

Owner is identified as follows: D.L. # _____

Name(s): _____

Home Address: _____ Home Phone: _____
City and State: _____ Cell Phone: _____

Business Address: _____ Business Phone: _____

City and State: _____ Emergency contact: _____

Corporate documents furnished _____ Partnership documents furnished _____

Notice Address (if blank then same as above):

Home Address: _____ Home Phone: _____

City and State: _____ Cell Phone: _____

Type of Vessel: **Commercial** (describe) _____

Name of Owners Representative (if any): _____

Address: _____ Home Phone: _____

City and State: _____ Cell Phone: _____

Name of Vessel: _____

Overall length: _____ Beam: _____ Draft: _____

Registration: _____ Documentation: _____

Type: P _____ Gas _____ Diesel _____

Carrier of Insurance on Vessel: _____

Address: _____

In consideration for the covenants and conditions hereinafter set forth, CRA and Owner agree as follows:

1. Purpose

In return for payments and other valuable consideration and covenants as set out below, CRA desires to provide dockage space for the temporary use of Owner, who desires to purchase the right for temporary use of such space through regular payments and through faithful performance of the covenants and stipulations herein. The permitted use of said vessel is limited to commercial operations, specifically described as _____. Owner agrees that the vessel shall not be used or rented for purposes of domicile or overnight residence while moored in the dockage space. The Marina Manager of the City of Key West must approve any change in use.

Owner agrees to be responsible to CRA and pay for any and all loss or damages to the docks, floats or other facilities caused by Owners vessel or Owner, his agents, servants, and/or employees whether caused by negligence or not, and further to hold CRA harmless for any of the foregoing. Further, Owner agrees to be responsible for damages, which Owner or Owners vessel may cause to other vessels in the Marina.

2. Dockage Space

The certain dockage space to be used by Owner is identified as berth _____ on Pier _____ in the Key West Bight Marina of the CRA of the City of Key West, Florida. Said berthing space is for the exclusive purpose of docking the above-named vessel only, or another vessel of similar size and use as a replacement for the vessel, subject to the approval of the Marina Manager of the City of Key West. CRA reserves the right to relocate Owner's vessel to an alternate location within the Marina at its sole discretion; draft, beam (width), and overall length will be the determining factors for slip assignments of commercial vessels.

3. Term

The term of this agreement shall commence on the _____ day of _____, 201_, and thereafter on a month-to-month basis until terminated as provided for by the terms of this Agreement. The Agreement is effective when signed by both parties.

This agreement shall constitute a month-to-month tenancy, with all rights and responsibilities as created by Chapter 83 of the Florida Statutes. Owner shall have the first right of renewal for the leased space. Notice of offer of renewal shall be sent to Owner by CRA in the form of an invoice prior to the expiration of the term of this agreement. Acceptance shall be made by payment of the invoice in the amount indicated. The right of Owner to occupy the leased slip shall continue on a month-to-month basis unless and until terminated as described in paragraph 25 of this agreement. Failure to give notice as provided in paragraph 25(a) will result in automatic renewal of lease term and obligations thereunder.

4. Third Party Use

CRA shall have the right to grant permission to a third party to use Owner's berth whenever Owner's vessel is absent for more than 24 hours, and to receive revenue therefrom without accounting to Owner. Owners of vessels leaving the marina for more than 24 hours duration shall notify the CRA's dockmaster at least 24 hours in advance of departure.

5. Rental Rate

The monthly rental rate is \$_____ per month plus applicable sales tax of \$_____ for a total of \$_____ for dockage space, plus \$1.00 per passenger the vessel is rated to carry. This amount is subject to adjustment by the CRA. Returned checks will be assessed the maximum amount provided in Florida Statutes Section 166.251. Owner agrees to pay for utility service in accordance with the schedule of charges set by each utility. Nonpayment of any correctly billed utility charge shall be considered a material breach of this Agreement and shall be grounds for termination as set forth herein.

6. Deposit

Owner shall deposit a sum equal to one month's slip rental as security for damage, utilities and/or rents. The deposit shall be held by the CRA and may be commingled with other CRA and City of Key West funds. Any remaining balance of the deposit shall be paid to Owner by CRA only after deposit funds have been applied to any outstanding balance owed by Owner to CRA.

7. Payments Due

Rental payments are due and payable monthly in advance by the first day of each calendar month. Payment may be made at the Key West Bight offices, 201 William Street, Key West Florida between the hours of 8:00 a.m. and 4:00 p.m. Monday thru Friday, holidays excluded. Payments may be mailed to Key West Bight Marina, P.O. 1409, Key West, Florida, 33041-1409.

8. Late Payments

Any rental payment not received by CRA by 5:00 p.m., the 5th day of the month is subject to a fifteen (15) percent penalty charge.

9. Notice to Owner

Owner agrees that notice of the actions or intention of CRA is binding upon Owner if delivery by certified mail is attempted at the address provided by Owner in the beginning of this Agreement or if hand delivery is attempted at the address by an authorized employee of the CRA, or if posted on the vessel.

10. Changes in Information

Owner agrees to deliver to CRA, c/o Key West Bight Marina, 201 William Street, Key West, Florida, written notice of any change in any of the information furnished by the Owner in this agreement. Such notice may be mailed by certified mail, return receipt requested, to Key West Bight Marina, P.O. Box 1409, Key West, Florida, 33041-1409. All such changes must be in writing, and CRA is not responsible for any notices given by Owner verbally or by telephone.

11. Default, Removal, Sale

Prompt and timely delivery of all payments due for the use of rented dockage space and strict observance of the Rules and Regulations made a part hereof, are essential conditions upon which this Agreement is made and accepted. Any failure by Owner to comply with each of said terms shall constitute a default by Owner and shall give CRA the right at its option to terminate this Agreement and any license Owner may have hereunder. CRA may so terminate by mailing to Owner a notice of termination in the manner provided by Paragraph 9 above at least three (3) days prior to the effective date of termination. CRA may retain any prepaid rent as liquidated damages and such damages shall not be considered a penalty. If Owner fails to vacate the dockage space within seven (7) days after delivery of said notice as provided in Paragraph 9, CRA shall have the right at its option:

a) to board the vessel and, by its own power or by placing it in tow, remove from the dockage space and from all property of CRA both the vessel and any other personal property of Owner found in or adjacent to the dockage space. Said vessel and personal property shall be removed to a dockage or mooring chosen at the discretion of CRA and Owner hereby designates CRA as its attorney-in-fact for the purpose of acting in its place for purposes of such removal and relocation, and agrees that CRA and its designee(s) shall be required only to exercise ordinary and reasonable care in such purposes. Owner hereby releases and relieves CRA and its designee(s) from loss or damages occurring during such removal performed in the exercise of ordinary and reasonable care. Owner further agrees to pay all costs incurred by CRA in the removing, relocation and/or storage of the vessel and personal property, including but not limited to wages, insurance premiums, towing fees, dockage and storage costs, all of which shall become a lien upon the vessel; and

b) To pursue any remedy provided by state or federal law; and

c) To sell the vessel at a nonjudicial sale pursuant to Florida Statutes Section 328.17. The provisions of this statute for nonjudicial sale of a vessel are hereby specifically included and incorporated in this Agreement as an additional remedy available to CRA.

d) Non-payment of rent for documented vessels shall result in proceedings as authorized pursuant to Federal law including but not limited to arrest of the vessel and sale pursuant to Court Order.

12. Lien, Attorneys Fees

Owner agrees to pay all costs and expenses, including reasonable attorney's fees, incurred by CRA in the collection of any unpaid sums due under this Agreement or by Owner's default in performance of any of the conditions or covenants stated herein or in the Rule and Regulations governing the dockage space and adjacent premises. Owner agrees that CRA shall have a lien against the vessel, its appurtenances and contents, for such unpaid sums, or for any damage to docks, other vessels or property, or to invitees of CRA caused by Owner or the vessel.

13. Release, Indemnity

This Agreement is for berthing space only, and such space is to be used at the sole risk of Owner. Owner hereby agrees that CRA shall not be liable for the care, protection or security of the vessel, its appurtenances or contents, or of any of Owners personal property, guests, passengers or invitees, or for any loss or damage of any kind to the same due to fire, theft, vandalism, collision, equipment failure, windstorm, hurricane, rains or other calamities. Owner agrees that there is no warranty of any kind as to the condition of the seawall, docks, piers, walks, gangways, ramps, mooring gear or electrical and water services, and that CRA is not responsible for injuries to persons or property occurring on CRA's property. Owner, personally and for its family, heirs, and assigns, and any other parties in interest, hereby releases and agrees to hold CRA harmless from all liability to them for personal injury, loss of life, and property damage. Owner, personally and for its family, heirs and assigns, and other parties in interest agrees to indemnify CRA for all liability for personal injury, loss of life, and property damage to Owner, family, heirs, assigns, agents, employees, invitees and guests caused by fault of Owner including other guests and vessels in the marina. This release and indemnification shall include, but not be limited to (1) acts in connection with Owners vessel, motors and accessories while it is on or near CRA's property including the rented space, or while it is being moved, or docked; (2) loss or damage to Owners vessel, motors and accessories and contents or other personal property due to fire, theft, vandalism, collision, equipment

failure, windstorm, rain or hurricane or any other casualty loss; and (3) causes of action arising out of the use of any adjacent pier or docking facilities or walkways giving access thereto. Owner further agrees to indemnify CRA for all damages or losses caused by or arising from fault of Owner's vessel and appurtenances, personal property, guests, passengers, family or invitees including other guests and vessels in the marina. The indemnification provided herein shall include, but not be limited to all costs, expenses and reasonable attorney's fees, including appellate attorney's fees, reasonably incurred by CRA; provided, however that CRA shall give Owner written notice of any such claim within time to reasonably allow Owner to appear and defend or pay and discharge such claim. At its option, CRA may defend against such claims and by so doing shall not waive or discharge Owner from its obligations to defend and indemnify as herein contained.

14. Insurance

Lessee agrees that Lessor is not in any way an insurer of Lessee's vessel, property, family, invitees, employees, agents, passengers or guest. Lessee hereby agrees to maintain and pay for a marine insurance policy providing such protection and indemnity throughout the term of this Agreement. Said policy of protection and indemnity shall protect Lessor and Lessee from all liability for injury to any persons or property which may arise in connection with the operation of or conduct of Lessee or its vessel, equipment, agents, invitees, passengers, guests or employees.

Lessee hereby agrees to maintain and pay for, and provide current Certificate of Insurance at all times evidencing the following coverages:

- Protection & Indemnity limits of a minimum of \$1,000,000 Per Occurrence
- Removal of Wreck coverage included in Protection & Indemnity limit
- Vessel Pollution Coverage included in a minimum amount of \$800,000
- Crew coverage as required by the Federal Jones Act as applicable
- Any other insurance coverage as required by law
- Lessor listed as certificate holder for purposes of notification of cancellation, termination, or renewal
- Lessor listed as Additional Insured

15. Proof of Ownership; Change in Ownership

Prior to exercising any rights whatsoever pursuant to the terms of this Agreement, and at such times during the term of the Agreement at CRA's request, Owner shall furnish to CRA for its review an original or certified copy of proof of ownership of the vessel. Proof shall consist of an original or certified copy of a state registered title to the vessel or documentation by the United States Coast Guard.

In all cases, the name of the managing director, partner or operator of the business shall be furnished to the CRA. If the individual identified as the managing director, partner, or operator of the vessel changes, notice shall be given to the Port Operations Director or Key West Bight Manager in writing, addressed as provided in Paragraph 10. A change of managing partner, managing director or operator of the vessel and business is subject to approval by the Key West Bight Management District Board of City.

Except as provided herein, this dockage agreement is not transferable to a new owner; nor shall the slip transfer to a new owner of the vessel without the prior consent of the Key West Bight Management District Board. In the event that both the business and the vessel are sold by Owner to a single purchaser, as

evidenced by appropriate proof of sale such as transfer of City and County occupational licenses, transfer of title to the vessel, transfer of telephone number and credit card operations, and provided that said purchaser meets all qualifications required under this Agreement, the purchaser shall have the option of entering into a new dockage agreement for the subject berth upon the same terms and conditions as are offered at the time by CRA to other Owners.

If Owner is a corporation, partnership or other business entity, the names of all persons owning an interest and the percentage of ownership shall be submitted in writing to the CRA. If Owner is a corporation, partnership or other business entity, any proposed sale or transfer of any percentage of such interest therein shall be submitted in writing to CRA prior to the transfer. The sale or transfer of any such interest without prior notice to CRA shall constitute a material breach of this Agreement. The sale of 51% or more of the stock in a corporation to another individual, partnership or corporation shall constitute an assignment of this Agreement requiring approval by the Key West Bight Management District Board. The sale of a partnership interest constituting 50% or more of the partnership shall constitute an assignment of this Agreement requiring approval by the Key West Bight Management District Board.

Upon change of ownership or a controlling interest in a corporation or a partnership, as described herein, requiring approval of the Key West Bight Management District Board, Owner shall pay to the CRA a transfer fee of \$400.00.

16. Person Signing

The person signing below as an individual or in a corporate capacity, does hereby certify that the description of the above vessel is correct and that he/she is or is authorized to act on behalf of the registered, lawful owner of the vessel, and is authorized to subject the vessel to all provisions of this Agreement, including but not limited to those providing for liens against it.

17. Dockage to Signer and Particular Vessel Only; Partners and Shareholders Bound

Owner agrees that part ownership of the vessel does not in any way create for CRA any obligation to furnish dockage space to any partner or shareholder other than the original partners or shareholders entering into this Agreement, or to any vessel other than that described herein, whether or not the partnership or corporation is dissolved for any reason whatsoever. In the event of dissolution of a partnership or corporation, or the withdrawal of a part-owner, all parties shall nonetheless be bound by the terms of this Agreement and be obligated for the payment of all sums due, and for the strict performance of all its covenants and conditions.

18. Government Laws and Marina Regulations

Owner agrees to comply with all federal, state, and local laws pertinent to any subject matter of this agreement, including but not limited to those pertaining to marinas and boating. Owner further agrees to comply with all Marina Rules and Regulations, which are hereby incorporated and by reference made a part hereof, and which may be established from time to time by CRA. Owner further agrees to abide by all amendments to said regulations duly established by CRA during the term of this Agreement; provided, however, that CRA shall afford Owner 15 days written notice, delivered in accordance with Paragraph 9 above, prior to implementing any such duly enacted amendments.

Owner agrees that any emergencies involving the vessel will be handled at the CRA's discretion, and the Owner shall bear all expenses and risks of such an emergency. In the event of an emergency in the Owners

absence, the CRA is authorized to take whatever steps are necessary to protect the facilities and waters of the Marina. Any towing charges or repair charges accrued in handling such an emergency shall be at the expense of the Owner and shall constitute a lien upon the subject vessel until paid in full.

19. Peaceable Use

Owner agrees to use peaceably the dockage space assigned hereby, and agrees not to do or allow, either individually or with others, any act which has the effect, in the sole judgment of CRA and its agents and employees, of disturbing the peace or of disturbing, inconveniencing or subjecting to physical jeopardy the marina premises, other persons, or other vessels. Owner further agrees to do no act which impedes or disrupts the orderly operation of the marina or any portion of it, including but not limited to marina management, operation and revenues.

20. Sanitation Device

Owner's vessel shall contain a marine sanitation device with current U.S. Coast Guard approval for marine use. Said device shall be properly installed, properly functioning, and used for all waste while the vessel is at dock. Failure to strictly comply with the provisions of this Paragraph shall be a default under this Agreement. Such device shall be not less than 15 gallons in capacity. CRA reserves the right to board and inspect Owner's vessel to determine compliance.

21. Owners Inspection

Owner acknowledges having inspected the dockage space assigned from time to time by this Agreement, and hereby accepts it in "as is" condition for berthing the above-described vessel. Owner agrees that CRA makes no warranty, guarantee, or assertion of any kind whatsoever concerning the condition of the docks, pilings, piers, walks, gangways, ramps or berthing gear, and will not be responsible for injuries of any nature or cause including CRA's negligence, to persons or property on CRA'S property or marina premises.

22. CRA Inspection

Owner agrees that CRA shall have the right, upon 24 hours notice, to enter the vessel and dockage space during reasonable hours in order to determine whether Owner is in full compliance with the terms of this Agreement and all applicable laws and regulations.

23. Owners Insolvency, Dissolution, Death, Incompetence

If Owner becomes insolvent or enters bankruptcy proceedings during the term of this Agreement, or is dissolved, dies or becomes legally incompetent, CRA is hereby irrevocably authorized, at its sole option, to cancel this Agreement as for a default. CRA may elect to accept rent from any receiver, trustee, or other judicially-appointed officer during said term without affecting CRA'S rights under this Agreement, but no such officer shall otherwise have any right, title or interest under this Agreement.

24. Assignment

Owner's rights under this Agreement shall not be assigned or transferred other than by approval by the Key West Bight Management District Board.

25. Termination

This Agreement shall be terminated upon any one of the following conditions:

(a) By Owner's written notice to CRA at address shown in Paragraph 9, not less than fifteen (15) days prior to the end of the calendar month;

(b) By CRA's written notice to Owner, pursuant to Paragraph 9, not less than fifteen (15) days prior to the end of the calendar month of election to terminate.

(c) By breach of any of the covenants or provisions of this Agreement, including the Rules and Regulations as provided by Paragraph 18 above; provided, however, that Owner shall be entitled to a single warning of any violation of said Marina Rules and Regulations delivered as provided in Paragraph 9, and shall have 5 days after such delivery in which to achieve compliance. Subsequent violations of the same Marina Regulations shall terminate this Agreement, and CRA shall not be required again to issue a warning. CRA shall provide written notice to Owner and the Agreement shall terminate 15 days after delivery or attempted delivery of the notice by certified mail or commercial courier.

(d) By the dock becoming unserviceable for any reason; CRA may, but shall not be obligated to provide Owner with other available dockage space on an equal basis with other similarly situated Owners.

(e) By sale or transfer of ownership or control of the vessel identified herein, unless such sale has the prior written approval of CRA's Manager, the City Manager of the City of Key West or designee;

(f) By Owner's possession of any rights or interests of ownership, use, management or control whatsoever of more vessels or dockage spaces, or any combination thereof, in excess of the total number approved by current resolution of the CRA of Key West governing the Key West Bight Marina. Dockmaster is the authorized representative of CRA and the City of Key West.

(g) Owner agrees not to remove its vessel from the marina until all fees and charges are paid in full. Further, Owner agrees to notify Dockmaster at least 24 hours in advance of Owners intent to remove vessel from the Marina.

(h) Owner agrees to remove all of Owner's equipment and possessions (including dock boxes) upon termination of this agreement.

26. Homeland Security

Owner understands and agrees that a term or terms of this Agreement may be superseded or altered by a rule or regulation of the State of Florida, Federal Department of Homeland Security or the United States Coast Guard; and in such event this Agreement shall be interpreted in accordance therewith. If such rule or regulation makes this Agreement impossible to perform, then the Agreement shall terminate.

27. Prior Agreements Terminated

Execution of this Agreement by the signatures of Owner and the Manager for the CRA shall operate to terminate any and all prior agreements, contracts and leases between the parties hereto.

28. Time; CRA's Rights Cumulative

Time is of the essence of this Agreement. Owner agrees that CRA's rights under this Agreement are cumulative, and that CRA's failure to exercise any such right shall not operate to forfeit any of those rights.

29. Headings Not Part of Agreement

CRA and Owner agree that any heading which, labels any paragraph herein is for convenience only, and shall not in any way be construed as affecting, limiting, expanding, or stating the contents, meaning, or intent of the paragraph or of this Agreement.

IN WITNESS WHEREOF, the parties have executed this Dockage Agreement on the dates indicated.

Owner: _____

For CRA: _____

Signature and Title if Corporation

Signature _____

Date: _____

I hereby acknowledge receipt of the Rules and Regulations for the Marina.

Owner: _____

Date: _____

PART 3

MARINA RULES AND REGULATIONS

MARINA RULES AND REGULATIONS FOR THE KEY WEST BIGHT MARINA

Updated February 28, 2017

DEFINITIONS

- **Lessor:** The City of Key West or its designee including Marina Manager and Dockmaster
- **Lessee:** Agreement holder at the Key West Bight Marina
- **Marina:** The Key West Bight Marina which includes the waters within Key West Bight leased by the Lessor from the State of Florida and the docks/structures/uplands owned by the Lessor
- **Marina Manager:** Person designated by Port and Marine Services Director to manage Key West Bight Marina.
- **Dockmaster:** Marina staff member responsible for day-to-day operations of Key West Bight Marina.
- **Vessel:** means every description of watercraft or houseboat used or capable of being used as a means of transportation on water

Lessee also agrees to abide by and observe all new or modified rules and regulations established from time to time by Lessor with respect to the operation of the Marina.

RULES AND REGULATIONS

1. Any waterborne vehicle or structure entering the Marina is under jurisdiction of the Lessor, shall be berthed as directed and must meet the following criteria:
 - Must have a valid registration
 - Must be under their own power and navigable
2. Vessels in the Marina or wishing to come into the Marina must be in a good and safe condition and present a clean, orderly appearance and be maintained in a seaworthy fashion.
3. The Lessor shall have the right to inspect all vessels in the Marina including performing a marine survey to determine seaworthiness, their adherence to all local, state and federal regulations and marine sanitation device (MSD) regulations and reserves the right to evict vessels that are not meeting the requirements. Vessel owners will be given a maximum of 30-days to correct the deficiency unless additional time is approved by the Port and Marine Services Director.
4. No vessels within the Marina shall be operated in excess of the established speed limit of idle speed and no wake.
5. All vessels shall be tied up to Marina piers in a manner acceptable to the Lessor, or they may be removed. The Lessor reserves the right to properly secure any vessel to Marina piers and assess a service fee for doing so. No rafting of vessels is allowed at the Marina without prior approval from the Lessor.

6. The Lessor may authorize transfer of vessels from one berth to another and reserves the right to reassign berths to Lessee as may be necessary
7. No persons will be allowed to reside permanently aboard any vessel berthed in the Marina unless they have a liveaboard dockage agreement or have been approved by the Lessor to do so, and are paying a liveaboard fee for each person living on the vessel.
8. Liveaboard vessels shall be Lessee occupied only. No renting, subleasing or caretaking is permitted. Vessel shall remain unoccupied when Lessee is not present.
9. No refuse shall be thrown overboard. Garbage shall be deposited in cans supplied for the purpose and other debris shall be placed where specified by the Lessor. No pumping of oil from bilge is allowed. Lessee shall be responsible for the actions and conduct of their guests.
10. No cleaning product containing bleach, phosphates or petroleum products shall be used on the exterior of any vessel or floating home, nor will these products be discharged upon the waters of the Marina.
11. Lessee shall be responsible for the actions and conduct of their guests. Disorder or indecorous conduct by a Lessee, occupant or visitors, which may offend a reasonable person, cause damage to property or harm the reputation of the Marina will be cause for an eviction. Noise will be kept to a minimum at all times.
12. All Lessees or their visitors will abide by the Marina's Clean Marina Designation and accompanying rules and regulations.
13. No swimming, diving or fishing is permitted within the Marina with the exception of entering the water to accomplish necessary repair work that has been approved by the Lessor.
14. Advertising and/ or solicitation of business on commercial vessels is subject to existing zoning laws and applicable Lessor ordinances.
15. No commercial activity by any Lessee will be allowed on Marina property or on vessels docked at the Marina without the prior approval of the Lessor.
16. Lessees will not be allowed to have two (2) vessels in a slip unless the second vessel is a dinghy that can be stored on-board.
17. All vessels using holding tanks must be pumped out on a regular basis.
18. Commercial Lessees are allowed one (1) white fiberglass or molded plastic dock box not to exceed 6' 2" long, 27 inches deep and 30 inches high. The Lessor will request in writing that the slip Lessee remove any non-conforming dock boxes. In the event the Lessee does not remove non-conforming dock boxes within 24 hours of written notice staff will remove the non-conforming dock box. Dock boxes must be bolted to the dock with the approval of

Lessor. Hazardous materials of any nature may not be stored in dock boxes. In the event of a storm, Lessee agrees to remove anything stored in the dock box that may be harmful to people, the Marina, sea life, or water quality.

19. Commercial Lessees will be allowed a sign that is pre-approved and complies with the signage standard for the Marina. The Lessor will request in writing that the slip Lessee remove any non-conforming signs. In the event the Lessee does not remove non-conforming signs within 24 hours of written notice, Lessor will remove the non-conforming signs.
20. Lessee desiring to convert dock in any manner such as adding extra padding or buffer strips or installing mooring arms, or to make any use of utilities, must first secure the written permission of the Lessor and said Lessee may be required to pay additional charges for additional services or facilities. Improvements placed on the docks by the Lessee become the property of the Lessor when the space is vacated.
21. In general, an Lessee may do minor work on their own vessel if such work does not interfere with the rights and privileges of the other persons but an Lessee may not use the services of any other dealer, mechanic, craftsman or other person on the premises of Lessor without first securing prior approval of the Lessor. All work not minor in nature shall be approved by the Lessor before commencement. The use of electric sanders is prohibited. Generally major maintenance and repair will not be allowed at the Marina.
22. Docks, piers and Harbor Walk are to be kept clear at all times. No personal gear including but not limited to signs, tables, chairs, bicycles, umbrellas, pumps, generators, coolers etc. will be stored or kept on the docks at any time.
23. Use of non-rated UL power/extension cords in the Marina is prohibited. Non-rated UL power/extension cords will be removed immediately by the Lessor.
24. Recreational vessels with dockage agreements shall be non-liveaboard. Lessees of recreational vessels may reside on the vessel for up to eight (8) days a month maximum. Only Lessees can reside on the vessel during those days. Other people staying on the vessel without the Lessee present is not allowed.
25. Lessees with pets will not let the animals disturb other Lessees in any way and pets will be cleaned up after when walked. All pets will be leashed when off Lessee's vessel.
26. Any vessel which may sink in the Marina shall either be re-floated or removed by the Lessee within 72 hours or a fine of \$100.00 per day shall be levied. As a result of a storm event the Lessor will work with the Lessee to allow a reasonable amount of time for the vessel to be refloated or removed as long as the Lessee takes measures to prevent pollution liability within 48 hours after the storm event.