

# GovDeals.com

A Liquidity Services Marketplace

## Auctioneer Services City of Fort Lauderdale

*This proposal is offered in response to the following solicitation:*

Request for Proposals #875-12011  
August 3, 2017

*Point of Contact:*

Roger Gravley, President

Cell: 334-467-2411 ♦ Email: [rgravley@govdeals.com](mailto:rgravley@govdeals.com)

Office (Toll-Free): 1-800-613-0156 Ext. 4460

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GovDeals, Inc.

*Providing government-exclusive online auction services since 2001*

[www.GovDeals.com](http://www.GovDeals.com)

Toll-Free: 1-800-613-0156 ♦ Fax: 334-387-0519  
100 Capitol Commerce Blvd., Suite 110, Montgomery, AL 36117

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Laurie D. Platkin, Procurement Specialist II  
City of Fort Lauderdale  
Finance – Procurement Division  
100 N. Andrews Avenue #619  
Fort Lauderdale, FL 33301

July 25, 2017

Reference: RFP #875-12011 – Auctioneer Services

Dear Ms. Platkin:

GovDeals, Inc., is pleased to have this opportunity to respond to the City of Ft. Lauderdale's Solicitation #875-12011 Auction Services. As a current customer of the GovDeals family, we greatly value Ft. Lauderdale's business and believe in continuously earning it. As the City evaluates options for Auction Services, please consider the benefits of utilizing GovDeals' richly featured online government surplus auction solution at [www.GovDeals.com](http://www.GovDeals.com).

GovDeals, Inc., is the nation's largest provider of government-specific online auctions, with over a million surplus assets sold on our website since our founding 17 years ago. With over 10,000 government clients within the United States and Canada, and over 350 in Florida alone, GovDeals offering is specifically designed to satisfy the needs and requirements of state and local governments.

As you evaluate GovDeals as a respondent to this solicitation, you may have more than one company presenting a compelling case for consideration. It is our hope that you will find the following to be difference-making factors favoring GovDeals:

- GovDeals remains focused on one thing: providing the absolute best net results for everything you sell at surplus, not just large scale items! This is our only business!
- We have a large and experienced staff in all functional areas, including an experienced, locally based Client Services Representative directly assigned to serve you. This CSR will continue to provide onsite, hands-on services such as photographing and listing assets.
- GovDeals is not the best online government auction resource because we are the biggest; rather, we have become the biggest because we continue to offer the best value and metrics.

We feel the true measurement of a successful surplus auction provider is net sales results. GovDeals' hands-on service, proactive bidder outreach/marketing, and total liability for credit card fraud will undoubtedly make a positive impact on the City of Ft. Lauderdale's total auction revenue, benefiting the Procurement Department's commitment to its constituents for fiduciary responsibility.

As President of GovDeals, I know I speak for our entire team when I express how much we value this opportunity to continue to serve the City of Ft. Lauderdale. Please know that we will work hard to exceed your expectations and to be individually and collectively accountable for making this happen if awarded.

Thank you again for this opportunity to present GovDeals to the City of Ft. Lauderdale.

Very respectfully submitted,

Roger Gravley, President  
[rgravley@govdeals.com](mailto:rgravley@govdeals.com) | Cell: 334-467-2411 | Office: 1-800-613-0156 Ext. 4460

## Section 1

## Executive Summary

As the leading Internet-based auction provider exclusively for state and local government agencies, GovDeals will provide the City of Ft. Lauderdale with a turnkey approach to selling surplus property via our online auction marketplace, [www.GovDeals.com](http://www.GovDeals.com), which includes the most comprehensive service offering available in the industry. These services include advertising, recordkeeping, internal reallocation of assets, and online auction services, along with an array of user-friendly tools to promote efficiency, transparency and the highest Return of Investment (ROI) possible.

Led by Roger Gravely, President, GovDeals was developed by government purchasing professionals more than 17 years ago specifically for the purpose of assisting governments like the City of Ft. Lauderdale with their requirements to dispose of and reallocate surplus assets. Our more than 10,000 government clients have auctioned more than 1,000,000 assets/lots for total revenues of \$1.5 billion since our first web-based auction was held in 2001.

With parent company, Liquidity Services, headquarters based in Washington D.C. and corporate office in Montgomery AL, GovDeals has 2 in-state representatives (Stacey Kurtz, Business Development – Orlando and Luciana Goreed, Customer Service Representative – Tampa) to ensure the success of your auctions.

### Key Elements to GovDeals Success:

**Commitment to Revenue Generation** - We have an in-depth understanding of the City's need to generate revenue through surplus sales. For more than a decade, GovDeals has repeatedly proven itself to be the most lucrative auction resource for local and state government entities large and small. GovDeals' hands-on service and in-depth industry knowledge have made more than 10,000 government clients successful in consistently recovering higher revenues for their surplus assets (20% to 40% higher than our online or on-site auction competitors), and this shared success is why we have grown to become the largest online auction provider for government agencies.

**The Leading Government-Exclusive Auction Resource** - As the leading Internet-based auction provider exclusively for state and local government agencies, as well as educational institutions, GovDeals was developed by government purchasing professionals more than 17 years ago specifically for the purpose of assisting governments like Ft. Lauderdale with their requirements to dispose of and reallocate surplus assets.

**Best Practices & Best Service** - Properly managing the sale of government assets and ensuring maximum ROI requires a great deal of expertise. GovDeals operates a knowledge-based business, and we will share this intelligence on best auction practices with the City through very interactive and hands-on service. We combine an easy to-use website, a large and targeted bidder audience, a robust marketing program, and a history of compliance with government requirements, to offer a service that is unequaled by other vendors.

**Marketing Services at No Additional Cost** - A major part of GovDeals' service and ultimate success is the promotion of assets through advertising and marketing, and we commit to provide marketing services for your surplus sales, including online advertising, email marketing, and promotion through local avenues.

**Lowest Default Rate in the Industry** - Bidder default management has always been a priority at GovDeals. Given the remarkably dynamic prevalence of credit card fraud and the general climate of fraudulent Internet and cultural behavior, GovDeals continues to innovate and maintain the industry standard of a low percentage of defaults. GovDeals' default rate is 3%-4%, a figure we have reason to believe to be the lowest in the industry. We have access to real-time metrics that allow us to closely monitor default rates. Given a chance to present to you, GovDeals will show these real-time metrics to

your evaluation committee as proof of our extra diligence and its success. Our low percentage of defaults is accomplished through a combination of our proprietary Bidder Verification process and enforcement of our stringent default bidder policy.

**Hands-on Training & Support** - GovDeals will provide the training, reporting, and ongoing support necessary to ensure the success of your auction. GovDeals will provide its hands-on services initially and on an as-needed, pre-scheduled basis to reach our primary goal of achieving each seller's objectives.

It is understood that the City of Ft. Lauderdale is seeking a vendor to provide onsite auction services to include transportation of surplus assets. However, GovDeals offering is strictly online auction services that have resulted in a higher Return on Investment than local auctioneer services. Therefore, we are proposing Online Auction Offering only with additional services, such as pre-scheduled onsite assistance at no additional cost.

## Section 2

## Experience & Qualifications

With over 17 years' experience, GovDeals (corporation) is registered with the State of Florida and has helped government agencies such as Miami-Dade County and the City of Jacksonville generate over \$1 million dollars each for their surplus goods in 2016 alone!!

Since our founding in 1999 and system launch in April 2001, more than \$1.3 billion in government-owned assets have been sold via GovDeals.com (1.1 million items/lots). Government entities within Florida alone have sold over \$12.5 million in surplus vehicles and other assets in 2016. By selling on GovDeals.com, these municipalities, authorities, counties, and states have liquidated more than 9,300 surplus items/lots, including 2,500 vehicles (\$8.3 million) and 276 pieces of heavy equipment (\$3.8 million) in 2016!!

With over 10,000 clients throughout the U.S. and Canada, GovDeals is the largest provider of online auction services exclusively to local and state government agencies and institutions of higher education. GovDeals does not claim to be the best online government auction resource because we are the biggest; rather, we have grown to become the largest because we continue to offer the best service and the best value.

In addition to robust staffing in all departments at our headquarters – Montgomery, AL (to include accounting, marketing, and customer service), we have two dedicated GovDeals staff members located within the State of Florida (Tampa & Orlando) who will serve the City of Ft. Lauderdale on a regular basis through on-site training, strategy recommendations, marketing support, and support of the day-to-day operation of your online auctions.

GovDeals' management team believes in developing skills throughout our organization and not to be reliant on managers alone to resolve troublesome issues. Therefore, your CSR and other representatives are armed with the knowledge and the authority to make most decisions, preventing a delay in service as management is consulted. However, our senior managers will make themselves available to the City at any time by phone and email, and we will provide on-site meetings for problem-solving and strategy development as needed, as well as training sessions.

We remain committed to hiring, developing, and keeping a remarkably dynamic team both at our headquarters and spread across the United States and Canada. While a team of specific GovDeals staff members will be dedicated to the City's account, an important factor that sets GovDeals apart is our experienced staff working to fulfill our commitment to marketing, bidder support, accounting, IT, seller support, etc. Our deep and resilient support team is also available to provide extra help or fill in when needed. It is our belief that no other auction company can offer this vital benefit.

## Company Information:

GovDeals.com  
1000 Capitol Commerce Blvd, Suite 110,  
Montgomery AL 36117  
(800) 613-0156  
[salesupport@govdeals.com](mailto:salesupport@govdeals.com)  
[www.GovDeals.com](http://www.GovDeals.com)

Total Number of Employees – 89  
Total Number of Management Staff - 9  
    President – Roger Gravley  
    (See **Section 8** for Biographies of Key Personnel)  
Total Number of Business Development Staff – 23  
    Vice President of Business Development – Steve Kranzusch  
Total Number of Technical Support & Client Services - 31  
    Director of Client Services – Scott Starcher  
Total Number of Marketing Staff – 7  
    Director of Marketing – Molly Nations  
Total Number of Clients – 10,203  
Total Number of Registered Bidders – 611,761  
Total Number of Florida Clients - 382

## Miami-Dade County Project:

In 2014, Miami Dade County joined the GovDeals family and since then has evolved from selling small end items (furniture, technology) to large scale items (vehicles). To date, Miami-Dade County has generated over \$3.5 million for the County via the auction of their surplus assets.

Prior to joining GovDeals, Miami-Dade County employed an online auction competitor. Concerned they were not obtaining the highest ROI for their surplus, Miami-Dade County sought another solution to help achieve this goal and seamlessly migrated to GovDeals. The changeover involved onsite training on the GovDeals software and working through the differences between GovDeals and their former provider. Regularly scheduled follow up calls and visits were implemented to ensure a smooth conversion. Due to the high service level and support provided by the GovDeals Florida based Client Services Representative, the transition was a smooth and seamless migration.

After realizing the ease of use and the higher ROI being obtained for small end items, Miami-Dade County now implements the GovDeals solution for all their surplus goods.

## City of Jacksonville Project:

Since the 2013, the City of Jacksonville has employed the GovDeals marketplace to generate over \$6 million for surplus property and real estate. Prior to joining GovDeals, Jacksonville used the local auctioneer for transport, storage, and auctioning of their vehicles. After careful review of the expense involved and the low ROI obtained, they looked for another alternative that would help them obtain a higher ROI for all surplus, not just vehicles, as well as allow for the Reallocation of Vehicles within the City. GovDeals was clearly the best fit for their needs.



## Section 3 Scope of Work & Requirement Responses

It is understood that the City of Fort Lauderdale is seeking a responsible vendor to assist/conduct auction services in order to obtain the highest Return on Invest for its surplus property. As the leading provider of online auction services, dedicated strictly to government agencies, GovDeals will continue to offer the City of Fort Lauderdale with on-site and remote services from your dedicated In-State account representatives, Luciana Goreed and Stacey Kurtz in order to meet these goals.

In addition to this hands-on, local relationship, GovDeals provides robust and experienced staffing in all functional departments located at our headquarters, Montgomery AL. The City will have direct access to our accounting, marketing, and bidder support teams, as well as to GovDeals' executive management.

A major part of GovDeals' service and ultimate success is the promotion of assets through advertising and marketing. GovDeals is committed to provide marketing services for the City's surplus sales, including online advertising, email marketing, and promotion through local avenues. GovDeals does not charge an additional fee for marketing services, no matter how many ads are placed. Our time-tested and proven approach to marketing government surplus goods for online auction is unparalleled. We know from research and experience how to develop and implement customized marketing plans for our government clients, and our 7-person Marketing Department has the expertise to create effective ads, press releases, mailings, etc., and utilize the right combination of these in order to consistently bring a steady stream of targeted website traffic to the agencies' surplus assets on GovDeals.com. Last year, GovDeals placed more than 20,000 online and print advertisements for our clients' surplus assets.

Bidder default management has always been a priority at GovDeals. Given the remarkably dynamic prevalence of credit card fraud and the general climate of fraudulent Internet and cultural behavior, GovDeals continues to innovate and maintain the industry standard of a low percentage of defaults. GovDeals' default rate is 3%-4%, a figure we have reason to believe to be the lowest in the industry. We have access to real-time metrics that allow us to closely monitor default rates. Given a chance to present to you, GovDeals will show these real-time metrics to your evaluation committee as proof of our extra diligence and its success. Our low percentage of defaults is accomplished through a combination of our proprietary Bidder Verification process and enforcement of our stringent default bidder policy.

Because the City has an active account with GovDeals, we are thoroughly prepared to immediately provide our online auction system and hands-on customer service to the City. There will be no delay on the part of GovDeals between contract signing and readiness to provide training, implementation, and operation of the online auction system. Additional/refresher training can be provided immediately at the City's convenience.

Routine tasks involved in the operation of the GovDeals platform include:

- Taking digital photographs of assets to be auctioned
- Gathering descriptive information about the surplus assets
- Answering questions from prospective bidders via GovDeals' Q&A system
- Marking assets as picked up to trigger payment remittance

Although the GovDeals offering is designed to be a self-service model, your GovDeals CSR, Luciana Goreed is available to assist with these operational tasks provided a 2 week notice is given.

Best Practices & Best Service to properly obtain the highest maximum dollar for your surplus, is another key function that your CSR, Luciana Goreed provides. GovDeals operates a knowledge-based business, and we will share this intelligence on best auction practices with the City through very interactive and hands-on service.

The City's designated primary Point of Contact will serve as Administrator of the City's GovDeals account. The City may have as many user accounts as desired to operate GovDeals' self-service online auction platform, and training will be provided for all users at no additional cost.



Many of GovDeals' clients, particularly those with considerable auction volume, designate multiple employees to handle these duties. At a minimum, the City's POC/Admin must take part in the implementation process to ensure efficient account setup and understanding of system operation. We encourage all staff members involved in the surplus process to take part in the initial training session in order to gain a full understanding of the online auction process.

Additionally, the City may desire accounting personnel to have system access in order to oversee payment collection and reconciliation. These staff members would benefit from attending training to gain insight about available system reports, ad hoc reporting, and financial reconciliation.

In addition to training at implementation, your CSR will be readily available for training new employees how to use and manage the system, as well as training on how to utilize enhancements added periodically to improve the system for sellers and buyers. New user training or on-demand refresher/enhancement training can be provided on-site or remotely, and we always prefer on-site training when possible. Your CSR may be contacted 24 hours a day, 7 days a week by direct cell phone or email to schedule training, ask questions, discuss marketing strategies, etc.

On the following page we have provided an implementation schedule outlining the timeline and tasks associated with account creation, training, and conducting the City's first auctions.

## GovDeals' Standard Implementation Schedule

The chart below is an example of a typical schedule of implementation and operation of the GovDeals system, including training Client employees after contract award. The schedule may be adjusted to best suit the Client's needs.

**Note:** One individual may serve multiple roles, i.e. the Client may assign a single person to serve the duties of Administrator as well as Account User; in many instances, there are multiple Account Users. Accounting/Finance representatives may also be Account Users for financial reconciliation purposes. Available user access levels are described below the chart.

#	Task	Personnel Involved		Duration	Approx. Time After Contract Signing
		Government Seller (Client)	GovDeals		
1	Execute agreement	Executive	Executive	As required	-
2	Identify project personnel	<ul style="list-style-type: none"> <li><b>Administrator</b> – Assigns and manages personnel; has authority for project approval (aka Account POC)</li> <li><b>Account User(s)</b> - Sets auction criteria and manages auctions (aka Asset POC)</li> </ul>	<ul style="list-style-type: none"> <li><b>Client Services Representative (CSR)</b> – Serves as key contact and provides full support for Client</li> <li><b>Regional rep</b> – Contract administrator</li> </ul>	As required	7 days
3	Creation of Client account(s)	Administrator	CSR	1 hour	7 days
4	<ul style="list-style-type: none"> <li>Finalize Client Terms &amp; Conditions</li> <li>Determine press releases, if desired</li> </ul>	Administrator	CSR	As required	7 days
5	Organizational meeting (on-site): <ul style="list-style-type: none"> <li>Establish project schedule and team</li> <li>Establish project goal(s)</li> <li>Develop marketing strategy</li> </ul>	Administrator & Account Users	CSR & Regional Representative	1-2 hours	14 days
6	System setup: Client Asset Server (CAS) <ul style="list-style-type: none"> <li>User accounts</li> <li>Establish auction templates</li> <li>Publish links to Client website(s)</li> </ul>	Administrator and/or Account Users; also Client IT staff if needed	CSR	1-2 hours GovDeals will provide on-site support	14 days
7	Determine initial surplus asset inventory; take photos of assets to be auctioned and gather asset descriptions	Administrator and/or Account Users	CSR	1-2 days GovDeals will provide on-site support as needed	14 days (ongoing throughout contract)
8	Training (on-site)	Administrator & Account Users	CSR	1-2 hours	14 days
9	Enter assets <ul style="list-style-type: none"> <li>Develop item descriptions</li> <li>Enter data into system to create the product catalog.</li> </ul>	Account Users	CSR	1-2 days GovDeals will provide on-site support as needed	21 days (ongoing throughout contract)
10	Evaluate assets to be sold for marketing strategy development <ul style="list-style-type: none"> <li>Internal (transfers)</li> <li>Direct mail (current surplus buyers)</li> <li>Advertising (internal, local, regional, national, online niche markets)</li> <li>Press releases</li> <li>Internet (hyperlinks, search tools)</li> </ul>	Administrator and/or Account Users; Also Public Information Officer if desired	CSR; Marketing Manager	2 hours	30 days (ongoing throughout contract)
11	Auction Open for Bidding <ul style="list-style-type: none"> <li>Monitor auctions</li> <li>Answer bidder questions</li> </ul>	Account Users	CSR; Bidder Services	7-10 Day Online Auction	Ongoing
12	Evaluate results	Administrator and/or Account Users	CSR; also CSR Director as needed	As required	Ongoing

### Account Users & Security Levels:

The Client may have unlimited Account Users. Access to the GovDeals system can be tailored to the job duties of your employees. The CSR will discuss ways to best utilize GovDeals' 5 security levels to fit into the Client's existing or desired processes. Security levels are detailed below, listed in descending order of access:

**Administrative:** User has full access to all areas, including creating/editing auction listings, sending auctions live, running reports, and adding/modifying other users' account access.

**Input/View:** User has full access to all areas, including creating/editing auction listings, sending auctions live, and running reports. This user may not add/edit other users' accounts.

**Input Limited:** User has access to auction listings and reports. This user may create auction listings, but will not have the ability to send auctions live. Auctions may be reviewed and approved/sent live by users with Administrative or Input/View access.

**View Only:** User has access to view auctions, but may not create/edit auction listings. This user does not have access to run reports.

**View Only Accounting:** User has access to run reports only. This user does not have access to view/create/edit auction listings.

## REQUIREMENTS

### Section 2 – Special Terms and Conditions

#### Section 2.16 Minimum Qualifications

Proposers shall be in the business of Auction Services and must possess sufficient financial support, equipment and organization to ensure that it can satisfactorily perform the services if awarded a Contract. Proposers must demonstrate that they, or the key staff assigned to the project, have successfully provided services with similar magnitude to those specified in the scope of services to at least one entity similar in size and complexity to the City of Fort Lauderdale or can demonstrate they have the experience with large-scale private sector clients and the managerial and financial ability to successfully perform the work.

Proposers shall satisfy each of the following requirements cited below. Failure to do so may result in the proposal being deemed non-responsive.

- 2.16.1 Proposer or principals shall have relevant experience in providing auction services. Proposer must be currently licensed, in good standing, and must comply with requirements under Florida Statutes Chapter 468, Part V, Auctioneers (ss. 468.35 – 468.639)
- 2.16.2 Before awarding a contract, the City reserves the right to require that a Proposer submit such evidence of qualifications as the City may deem necessary. Further, the City may consider any evidence of the financial, technical and other qualifications and abilities of a firm or principals, including previous experiences of same with the City and performance evaluation for services, making the award in the best interest of the City.
- 2.16.3 Firm or principals shall have no record of judgments, pending lawsuits against the City or criminal activities involving moral turpitude and not have any conflicts of interest that have not been waived by the City Commission.
- 2.16.4 Neither firm nor any principal, officer, or stockholder shall be in arrears or in default of any debt or contract involving the City (as a party to a contract, or otherwise); nor have failed to perform faithfully on any previous contract with the City.

GovDeals acknowledges and understands these provisions. See [Section 3.3E](#) confirmation of licensure.

#### Section 2.17 Lobbying Activities

GovDeals acknowledges and understands this provision.

#### Section 2.18 Local Business Preference

GovDeals acknowledges and understands, however, does not qualify for Local Business Preference and can be classified as Class D Business.

### Section 2.19 Protest Procedure

GovDeals acknowledges and understands.

### Section 2.20 Public Entity Crimes

GovDeals acknowledges and understands. Further, we affirm GovDeals, Inc. is not on the convicted vendor list.

### Section 2.21 Subcontractors

GovDeals acknowledges and understands this provision. If GovDeals is awarded a contract with the City, no subcontractors will be utilized for this project.

### Section 2.22 Proposal Security – N/A

### Section 2.23 Payment an Performance Bond – N/A

### Section 2.24 Insurance Requirements

GovDeals acknowledges, understands and agrees to provide the required insurance.

### Section 2.25 Award of Contract

GovDeals acknowledges and understands.

### Section 2.26 Unauthorized Work

GovDeals acknowledges and understands.

### Section 2.27 Damage to Public or Private Property

GovDeals acknowledges and understands.

### Section 2.28 Safety

GovDeals acknowledges and understands.

### Section 2.29 **Uncontrollable Circumstances (“Force Majeure”)**

GovDeals acknowledges and understands.

## Section 2.30 Canadian Companies

GovDeals acknowledges and understands.

## Section 2.31 News Releases/Publicity

GovDeals acknowledges and understands.

## Section 2.32 Manufacturer/Brand/Model Specific Request – N/A

## Section 2.33 Contract Period

GovDeals acknowledges and understands.

## Section 2.34 Cost Adjustments

GovDeals acknowledges and understands.

## Section 2.35 Service Test Period

GovDeals acknowledges and understands.

## Section 2.36 Contract Coordinator

GovDeals acknowledges and understands.

## Section 2.37 Contractor Performance Reviews and Ratings

GovDeals acknowledges and understands.

## Section 2.38 Substitution of Personnel – N/A

## Section 2.39 Insurance for Collection of Credit Card Payments

GovDeals acknowledges and understands.

## Section 2.40 Ownership of Work – N/A

## Section 2.41 Condition of Trade-In Equipment – N/A

Section 2.42 Conditions of Trade-In Shipment and Purchase Payment – N/A

Section 2.43 Verification of Employment Status

GovDeals acknowledges and understands.

Section 2.44 Service Organization Controls – N/A

Section 2.45 Warranties of Usage

GovDeals acknowledges and understands.

## Section 3 – Technical Specifications

### 3.1 Scope of Services

The City of Fort Lauderdale (City) is seeking auction services to sell, from time to time, at public absolute auction sale (or on-line internet auction as approved by City), **surplus equipment and vehicles ("Property")**. Auctioneer shall perform all the services and tasks to market, advertise, transport and sell the equipment and vehicles by absolute auction, through closing of the transaction, including all necessary, **incidental and related activities and services ("Services")**. Auctioneer shall provide all necessary auctioneers, accountants, clerks and office staff required to achieve the efficient and orderly performance of the auction sale. Auctioneer shall employ qualified personnel to perform the Services, and shall perform this engagement in a professional and skilled manner in accordance with all applicable, federal, state, and local laws and regulations. Auctioneer shall be responsible for all work necessary to sell consigned property a live **auction at the Auctioneer's location**. Auctioneer shall notify City of any auctions scheduled to be conducted in Broward, Miami-Dade, or Palm Beach County at least ten (10) business days prior to the scheduled auction sale date and shall use its best efforts to advertise the sale.

GovDeals acknowledges and understands. GovDeals is offering to provide online internet auctions for the City.

### 3.2 Auction Services

The surplus property to be sold shall be identified by City. The property auctioned may range from cars & trucks, heavy equipment, office equipment and furniture along with miscellaneous other equipment and surplus supplies. The property in most cases will be offered for sale individually, or in the case of small miscellaneous items, sold in lots as determined by the Auctioneer and approved by the City. The Property will be sold for cash or certified funds to the highest **bidder on an "As-Is-Where-Is" basis without any warranties** of any kind expressed or implied. City agrees to disclose to Auctioneer any known defects or faults with equipment/auction items prior to the auction sale. Auctioneer will charge and collect from the purchaser at auction the purchase price together with all applicable taxes. Auctioneer will collect in full from the purchaser prior to removal of the Property from the auction sale site. City or any agent for City is forbidden to bid on its own Property. All items will be sold at public absolute sale to the highest bidder regardless of price without reserve unless a minimum price is established by City. In the event that a successful bidder fails to pay for an item for which he is designated to be the high bidder, that item will be considered a **"No Sale"** and **no commission will be charged on that item and the item shall be promptly return to the City**.

It is the City's desire to secure both on-line (internet) based auction services for small goods, surplus equipment for vehicles and trucks, accident-damaged/unserviceable vehicles and equipment and other miscellaneous



property. In addition, it is the City's desire to secure public absolute (live) auction services for serviceable cars and trucks. Proposers may bid only on internet auction services, only public absolute auction services, or both internet auction services and absolute auction services.

GovDeals acknowledges and understands. GovDeals is offering to provide online internet auctions for the City.

### 3.3 Requirements

Auctioneer shall meet the requirements as follows as part of the scope of services including, but not limited to:

- A. Fully automate accounting system that will track and provide the following information:
  - 1. List of all lot numbers on which individual bidders were successful, to include total order amount spent by each registered bidder; and
  - 2. Dollar amount of bid price for each lot sold; and
  - 3. Reports available at the day of auction.

GovDeals CAS System offers a variety of reports to ensure the accuracy and to provide transparency of each auction transaction. The Sold Asset Report in particular meets the needs of this requirement. (See Sample Report in [Section 8](#)). This report provides detailed data of all assets sold within any selected date range. With the ability to export to Microsoft Excel with a single click, this report can be easily imported into the seller's other recordkeeping systems, merged with additional inventory data, or filtered by department, category, etc.

More than 45 data fields can be reported with this ad hoc reporting tool, such as:

- ♦ Asset details: *description, inventory ID, make/brand, model, VIN, mileage, category, status, tier for internal reallocation, etc.*
- ♦ Seller filters: *department, name/address of asset's physical location, seller's POC for the asset, etc.*
- ♦ Auction data: *starting bid, reserve amount, bid increment, number of hits to the auction page, number of bids placed, etc.*
- ♦ Buyer info: *name, company, city, state, and extended info (buyer's user ID, name for vehicle title, full address)*
- ♦ Monetary data: *sold amount, fee, net results, buyer's premium amount, tax amount and percentage if applicable, additional fee info (such as shipping/storage fee paid to seller by buyer), remittance check number; and total sold amount, total fee, total net results, total taxes, etc.*
- ♦ Timeline: *auction start/end dates and times, buyer payment date, asset pick up date, remittance check date*
- ♦ Credits: *credit date, credit reason, and the ability to filter out credits*

- B. Trained staff able to provide the following services:
1. Receive and tag lots as they are received from City to auction site; and
  2. Perform data entry on above noted automated system; and
  3. Receive and account for payments; and
  4. Issue receipts and vehicle documents (bills of sale, title transfers)

As part of our comprehensive services package, GovDeals Customer Service Representative's sole purpose is to ensure the success of your auction and maximize the sale value of your asset. GovDeals Customer Service Representative will provide onsite assistance (grouping, lots, photos, description, upload of auction) on a scheduled basis at no additional cost. The CSR will demonstrate the ease of use and assist with the issuance of receipts, vehicle documents and payments.

- C. Advertising by Auctioneer:
1. Notify all individuals and companies on the maintained bidders' lists for equipment, vehicles, and other items offered for sale at auction; and
  2. Advertise in auction trade journals, publications, website and etc.; and
  3. Edit, print and distribute brochures based on equipment and other items to be sold at auction; and
  4. Provide brochures to the City for distribution, in quantity requested by the City

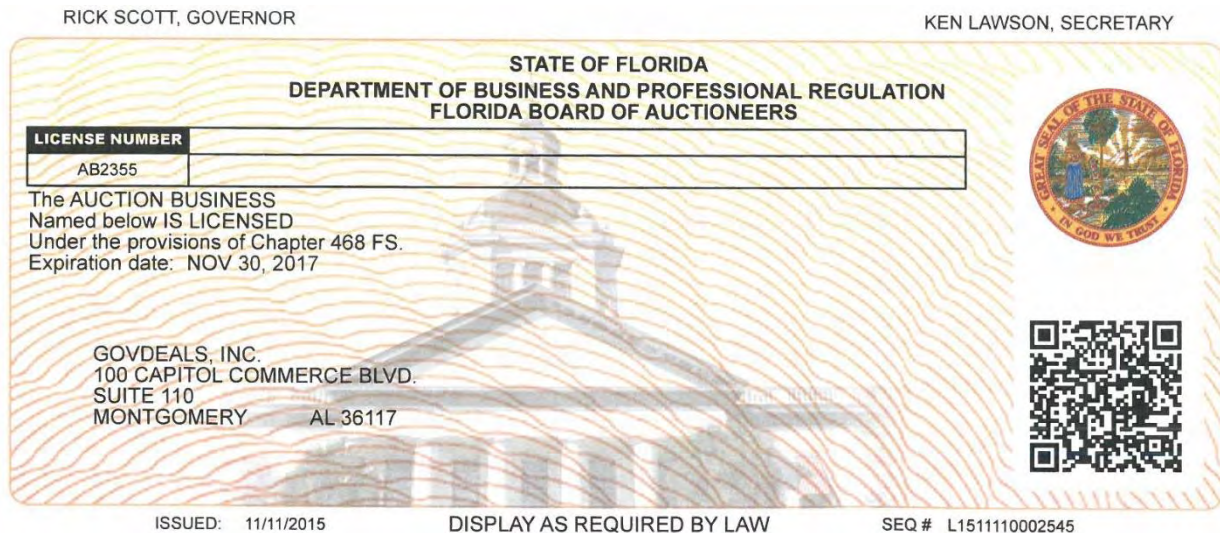
Although your auction is available to all registered bidders, GovDeals actively promotes your asset in numerous ways to our existing Bidder Base of over 611,000 registered bidders who have expressed an interest in your asset. In addition, GovDeals dedicated marketing team advertises your asset on numerous online trade publications as appropriate (ie Rock & Dirt, Police One, EquipMatching, etc.) (See examples of this type of advertising in [Section 8](#) of this proposal.)

- D. Transport Items/Equipment Requirement:
1. Transport ALL items/equipment from the City to the Auctioneer's auction site(s) at no cost to the City with the proper transportation equipment; and
  2. Transport ALL unsold items/equipment from the Auctioneer's auction site(s) to the City at no cost to the City with the proper transportation equipment upon request of the City. Auctioneer shall retain property at their location until auction is held, unless otherwise approved in writing by the City's Contract Coordinator.

Because GovDeals is designed to be a self service, online offering, items will not be transported but rather remain at the City's location where the Buyer will inspect and pick up as appropriate. It is GovDeals experience that this process is what sets GovDeals apart from the local auctioneer and why our customers ultimately obtain a larger ROI for their surplus than paying the local auctioneer for transport, storage and auction fees. With GovDeals, auctions are held online and in a timely manner with very little overhead resulting maximum sale value.

- E. Licensed Auctioneer in good standing in the State of Florida  
Auctioneer must comply under Florida Statutes Chapter 468, Part V,  
Auctioneers (ss. 468.35-468.639.)

A copy of GovDeals' Auctioneer License is provided below:



### 3.4 Responsibilities

Auctioneer is responsible for the following responsibilities including but not limited to:

- A. For public absolute auction services only, Auctioneer shall provide a suitable site for the auction(s) with adequate restroom facilities available for staff and bidders; and

GovDeals is a provider of online auction services only is proposing only this type of service. Therefore, GovDeals takes exception to this request.

- B. Write, publish and pay for any required legal advertising; and

GovDeals offers a robust Marketing Department that is committed to provide marketing services for the City's surplus sales, including online advertising, email marketing, and promotion through local avenues. GovDeals does not charge an additional fee for marketing services, no matter how many ads are placed.

- C. Provide a complete a list of items to be auctioned as possible; a minimum of ten (10) business days in advance of the auction.

The Current Bid Report generated from the GovDeals system will provide for this requirement of complete list of items to be auctioned and can be generated at will.

- D. Arrange the transport of the City's Property to the sale site no later than ten (10) days prior to the scheduled auction sale and transport "No Sale" Property back to the City no later than five (5) days after request of the City. Items must be delivered to Auctioneer in running condition (except when noted) with adequate fuel levels and a duplicate set of keys. All drivers (including subcontractors) must have valid CDL license and be covered by Auctioneer's insurance as set forth in Section 2.21.

GovDeals is a provider of online auction services only and will not be providing transportation services. Therefore, GovDeals takes exception to this request.

- E. For all costs of advertising and conducting the auction sale including the arrangement of transport of the City's Property.

All costs associated with the GovDeals offering as outlined herein are included in the Buyers Premium with no fee to the Seller.

### 3.4 Auction Coordination

Auctioneer shall be responsible for coordination of all auction activities with the City Contract Coordinator or designees. Auctioneer shall offer suggestions, on a timely basis, for maximizing sale value of items. The City will provide Auctioneer an inventory list(s). The City reserves the right to add/delete items from the list up to the day of the auction. A master list shall be printed for distribution as close to the auction day as possible. Auctioneer shall tag all items for sale prior to the day of the auction.

As part of our comprehensive services package, GovDeals Customer Service Representative's sole purpose is to ensure the success of your auction and maximize the sale value of your asset. Your CSR will work closely with your designee in a one-on-one environment to provide you with Best Practices and offer suggestions in order to obtain the highest ROI for your surplus. Because GovDeals is an online service, printing and distributing a master list of items for live auction is not relevant. However, in order to ensure your auction's success, GovDeals Customer Service Representative will provide onsite assistance (grouping, lots, photos, description, upload of auction) on a scheduled basis at no additional cost.

### 3.5 Ownership

City warrants it is the owner of and has marketable title to all of the Property, free and clear from any liens, debts, or encumbrances except as noted. City further warrants that there are no judgments or liens against it and that there are no pending legal actions, claims or proceeding whatsoever which in any way would hinder, prevent or otherwise affect its right or ability to sell the Property at auction sale. City agrees to deliver upon request any documents, certificates, proof of ownership or titles, which would be required to deliver title to the Property. In the case that there is a delay in the new purchaser receiving a clear title for any vehicle sold for the City, the net proceeds from the sale will be held until free and clear title is received by the purchaser or, at the discretion of the

Auctioneer, the item may be pulled from the auction sale and remain City's property. City shall be responsible for the cost associated with sending any documents for the new purchaser.

GovDeals acknowledges and understands.

### 3.6 Proceeds of Sales

Auctioneer shall pay City the net proceeds from the auction sale fourteen (14) business days following the auction sale. Auctioneer shall express mail or email a written report to City listing items sold and an amount equal to agreed percentage of the gross selling price of the Property sold at auction in the form of a certified check made payable to City or electronic transfer. Proceeds checks shall be made payable to the City of Fort Lauderdale. Auctioneer shall specify units sold and funds received for each unit.

GovDeals pays weekly for assets marked picked up the previous calendar week. If the auction sold but has not been marked picked up, payment is not issued. For example, if the City of Ft. Lauderdale marked items picked up (July 17<sup>th</sup> through July 21<sup>st</sup>), payment would be issued the following week in paper check or ACH draft (depending on how the seller has elected to receive payment). The GovDeals system allows for robust reporting features that allows for the customer to generate detailed reports that provide for items sold and the corresponding sale and Buyers Fee collected. (See [Section 8](#) for listing of Sample Reports.) Sold reports, Invoices, Paid and Picked Up reports are retrievable by the seller through the system. Checks will be made payable to the City of Fort Lauderdale and will identify units sold and amounts on the itemized invoice and through the reporting tools.

### 3.7 Audit

Auctioneer shall maintain adequate records for the services performed under this Agreement for five (5) years following completion of the services. City shall have the right to audit Auctioneer's books and records upon providing written notice.

GovDeals acknowledges and understands. The GovDeals CAS system maintains all records indefinitely. Records include users, sales, receipts, etc.



## Section 4

## References

City of Fort Lauderdale

Bid 875-12011

### REFERENCES

All references shall include owner, address, contact name and phone number, and the contract value. A minimum of five (5) references shall be provided:

1. **Company Name:** Miami-Dade County, FL  
**Address:** 980 W. 84th St., Hialeah, FL  
**Contact:** Terrence Thompson  
**Phone #** 305-392-3752  
**Contract Value:** \$1.2 million **Year:** 2016
2. **Company Name:** City of Jacksonville  
**Address:** 1096 McDuff Ave. N., Jacksonville, FL  
**Contact:** Monique Osteen  
**Phone #** 904-387-8849  
**Contract Value:** \$1.8 million **Year:** 2016
3. **Company Name:** Charlotte County, FL  
**Address:** 18500 Murdock Circle, Port Charlotte, FL  
**Contact:** Dennis Moore  
**Phone #** 941-743-1382  
**Contract Value:** \$1.22 million **Year:** 2016
4. **Company Name:** University of Central Florida  
**Address:** 12479 Research Pkwy., Orlando, FL  
**Contact:** Josh Haupt  
**Phone #** 407-823-1445  
**Contract Value:** \$345,000 **Year:** 2016
5. **Company Name:** Palm Beach County Sheriff, FL

City of Fort Lauderdale

Bid 875-12011

Address: 3228 Gun Club Rd., West Palm Beach, FL

Contact: Katia Sarley

Phone # 531-688-3284

Contract Value: \$88,000 Year: 2016

## ADDITIONAL LOCAL GOVERNMENT ENTITIES USING GOVDEALS:

- Martin County, FL
- Palm Beach Shores, FL
- South Palm Beach Police Department, FL
- Palm Beach Gardens, FL
- Boynton Beach, FL
- Wellington Village, FL
- Royal Palm Beach, FL
- North Palm Beach, FL
- Lake Park, FL
- Palm Beach State College, FL
- Del Ray, FL
- Broward County Board of Commissioners, FL
- Tamarac, FL
- Tequesta, FL
- Belle Glade, FL
- Pahokee, FL

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## Section 5

M/WBE

GovDeals is not a minority- or women-owned business enterprise.

## Section 6

## Subcontractors

No subcontractors will be utilized for this contract.

## Section 7

## Forms

- Attachment A – E-Verify
- Proposal Certification
- Cost Proposal
- Non-Collusion Statement
- Local Business Preference
- Contract Payment Method
- Insurance Certificate

City of Fort Lauderdale

Bid 875-12011

**ATTACHMENT "A"**  
**E-VERIFY AFFIRMATION STATEMENT**

RFP/Bid /Contract No: 875-12011Project Description: Auctioneer Services


Contractor/Proposer/Bidder acknowledges and agrees to utilize the U.S. Department of Homeland Security's E-Verify System to verify the employment eligibility of,

- (a) all persons employed by Contractor/Proposer/Bidder to perform employment duties within Florida during the term of the Contract, and,
- (b) all persons (including subcontractors/vendors) assigned by Contractor/Proposer/Bidder to perform work pursuant to the Contract.

The Contractor/Proposer/Bidder acknowledges and agrees that use of the U.S. Department of Homeland Security's E-Verify System during the term of the Contract is a condition of the Contract.

GovDeals, Inc.

Contractor/Proposer/Bidder Company Name



Authorized Company Person's Signature

President

Authorized Company Person's Title

7/24/17

Date

City of Fort Lauderdale

Bid 875-12011

**BID/PROPOSAL CERTIFICATION**

**Please Note:** If responding to this solicitation through BidSync, the electronic version of the bid response will prevail, unless a paper version is clearly marked by the bidder in some manner to indicate that it will supplant the electronic version. All fields below must be completed. If the field does not apply to you, please note N/A in that field.

If you are a foreign corporation, you may be required to obtain a certificate of authority from the department of state, in accordance with Florida Statute §607.1501 (visit <http://www.dos.state.fl.us/>).

Company: (Legal Registration) GovDeals, Inc. EIN (Optional): 63-1241096

Address: 100 Capitol Commerce Blvd., Suite 110

City: Montgomery State: AL Zip: 36117

Telephone No. 800-613-0156 FAX No. \_\_\_\_\_ Email: \_\_\_\_\_

Delivery: Calendar days after receipt of Purchase Order (section 1.02 of General Conditions): \_\_\_\_\_

Total Bid Discount (section 1.05 of General Conditions): \_\_\_\_\_

Does your firm qualify for MBE or WBE status (section 1.09 of General Conditions): MBE \_\_\_\_\_ WBE \_\_\_\_\_

**ADDENDUM ACKNOWLEDGEMENT** - Proposer acknowledges that the following addenda have been received and are included in the proposal:

Addendum No.	Date Issued	Addendum No.	Date Issued	Addendum No.	Date Issued
<u>1</u>	<u>7/14/17</u>	_____	_____	_____	_____
<u>2</u>	<u>7/20/17</u>	_____	_____	_____	_____

**VARIANCES:** If you take exception or have variances to any term, condition, specification, scope of service, or requirement in this competitive solicitation you must specify such exception or variance in the space provided below or reference in the space provided below all variances contained on other pages within your response. Additional pages may be attached if necessary. No exceptions or variances will be deemed to be part of the response submitted unless such is listed and contained in the space provided below. The City does not, by virtue of submitting a variance, necessarily accept any variances. If no statement is contained in the below space, it is hereby implied that your response is in full compliance with this competitive solicitation. If you do not have variances, simply mark N/A. **If submitting your response electronically through BIDSINC you must also click the "Take Exception" button.**

GovDeals takes exception to Section 3.4A and Section 3.4D.

The below signatory hereby agrees to furnish the following article(s) or services at the price(s) and terms stated subject to all instructions, conditions, specifications addenda, legal advertisement, and conditions contained in the bid/proposal. I have read all attachments including the specifications and fully understand what is required. By submitting this signed proposal I will accept a contract if approved by the City and such acceptance covers all terms, conditions, and specifications of this bid/proposal. The below signatory also hereby agrees, by virtue of submitting or attempting to submit a response, that in no event shall the City's liability for respondent's direct, indirect, incidental, consequential, special or exemplary damages, expenses, or lost profits arising out of this competitive solicitation process, including but not limited to public advertisement, bid conferences, site visits, evaluations, oral presentations, or award proceedings exceed the amount of Five Hundred Dollars (\$500.00). This limitation shall not apply to claims arising under any provision of indemnification or the City's protest ordinance contained in this competitive solicitation.

Submitted by:

Roger Gravley  
Name (printed)

7/24/17  
Date:

revised 04/10/15

  
Signature

President  
Title

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City of Fort Lauderdale

Bid 875-12011

**SECTION VI - COST PROPOSAL PAGE****Proposer Name:** GovDeals, Inc.

Proposer agrees to supply the products and services at the prices bid below in accordance with the terms, conditions and specifications contained in this RFP.

Cost to the City: Contractor must quote firm, fixed, costs for all services/products identified in this request for proposal. These firm fixed costs for the project include any costs for travel and miscellaneous expenses. No other costs will be accepted.

**Notes:**

1. On-Line Auction Services	Buyer's Premium: 12.5%	
	Seller's Fee: 0%	%
2. Public Absolute Auction Services	N/A	%

GovDeals proposes a simple, success-based fee structure, charged only on successful auctions – with no additional fees or charges for any marketing efforts, training, software upgrades or on-site consultation and support.

In addition, no fee is incurred if an auction does not result in a completed sale.

GovDeals' fee of 12.5% is typically paid in the form of a Buyer's Premium. However, at the Seller's discretion, this may be shared between the agency and winning bidders. This fee accounts for all collection and remittance services.

Example: Online auction services with payment collection  
 Fee: 12.5%  
 GovDeals collects auction payments online from winning bidders  
 Proceeds remitted to Seller weekly

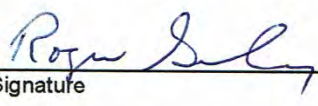
Winning bid: .....\$1,000  
 Buyer's Premium (12.5%) ..... \$125  
 Buyer pays online: .....\$1,125  
 GovDeals withholds: ..... \$125  
 Agency's net results: .....\$1,000

100% proceeds to Seller

**Submitted by:**

Roger Gravley  
 Name (printed)

7/25/17  
 Date

  
 Signature

President  
 Title

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City of Fort Lauderdale

Bid 875-12011

**NON-COLLUSION STATEMENT:**

By signing this offer, the vendor/contractor certifies that this offer is made independently and *free* from collusion. Vendor shall disclose below any City of Fort Lauderdale, FL officer or employee, or any relative of any such officer or employee who is an officer or director of, or has a material interest in, the vendor's business, who is in a position to influence this procurement.

Any City of Fort Lauderdale, FL officer or employee who has any input into the writing of specifications or requirements, solicitation of offers, decision to award, evaluation of offers, or any other activity pertinent to this procurement is presumed, for purposes hereof, to be in a position to influence this procurement.

For purposes hereof, a person has a material interest if they directly or indirectly own more than 5 percent of the total assets or capital stock of any business entity, or if they otherwise stand to personally gain if the contract is awarded to this vendor.

In accordance with City of Fort Lauderdale, FL Policy and Standards Manual, 6.10.8.3,

3.3. City employees may not contract with the City through any corporation or business entity in which they or their immediate family members hold a controlling financial interest (e.g. ownership of five (5) percent or more).

3.4. Immediate family members (spouse, parents and children) are also prohibited from contracting with the City subject to the same general rules.

Failure of a vendor to disclose any relationship described herein shall be reason for debarment in accordance with the provisions of the City Procurement Code.

<u>NAME</u>	<u>RELATIONSHIPS</u>
_____	_____
_____	_____
	_____
	_____

In the event the vendor does not indicate any names, the City shall interpret this to mean that the vendor has indicated that no such relationships exist.

None

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City of Fort Lauderdale

Bid 875-12011

**LOCAL BUSINESS PREFERENCE CERTIFICATION STATEMENT**

The Business identified below certifies that it qualifies for the local BUSINESS preference classification as indicated herein, and further certifies and agrees that it will re-affirm its local preference classification annually no later than thirty (30) calendar days prior to the anniversary of the date of a contract awarded pursuant to this ITB. Violation of the foregoing provision may result in contract termination.

- (1) \_\_\_\_\_ is a **Class A** Business as defined in City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. A copy of the City of Fort Lauderdale current year Business Tax Receipt and a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City.  
Business Name
- (2) \_\_\_\_\_ is a **Class B** Business as defined in the City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. A copy of the Business Tax Receipt or a complete list of full-time employees and evidence of their addresses shall be provided within 10 calendar days of a formal request by the City.  
Business Name
- (3) \_\_\_\_\_ is a **Class C** Business as defined in the City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. A copy of the Broward County Business Tax Receipt shall be provided within 10 calendar days of a formal request by the City.  
Business Name
- (4) \_\_\_\_\_ requests a **Conditional Class A** classification as defined in the City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.  
Business Name
- (5) \_\_\_\_\_ requests a **Conditional Class B** classification as defined in the City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. Written certification of intent shall be provided within 10 calendar days of a formal request by the City.  
Business Name
- (6) \_\_\_\_\_ is considered a **Class D** Business as defined in the City of Fort Lauderdale Ordinance No. C-12-04, Sec.2-199.2. and does not qualify for Local Preference consideration.  
GovDeals, Inc.  
Business Name

BIDDER'S COMPANY: GovDeals, Inc.

AUTHORIZED COMPANY PERSON: Roger Gravley  
NAME

SIGNATURE

7/24/17  
DATE

October 25, 2013

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City of Fort Lauderdale

Bid 875-12011

**CONTRACT PAYMENT METHOD BY P-CARD**

THIS FORM MUST BY SUBMITTED WITH YOUR RESPONSE


The City of Fort Lauderdale has implemented a Procurement Card (P-Card) program which changes how payments are remitted to its vendors. The City has transitioned from traditional paper checks to payment by credit card via MasterCard or Visa. This allows you as a vendor of the City of Fort Lauderdale to receive your payment fast and safely. No more waiting for checks to be printed and mailed.

Payments will be made utilizing the City's P-Card (MasterCard or Visa). Accordingly, firms must presently have the ability to accept credit card payment or take whatever steps necessary to implement acceptance of a credit card before the commencement of a contract.

Please indicate which credit card payment you prefer:

☒ Master Card

Both accepted, no preference

☒ Visa CardCompany Name: GovDeals, Inc.Roger Gravley  
Name (printed)  
Signature7/24/17  
Date:President  
Title

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# **CERTIFICATE OF LIABILITY INSURANCE**

3/1/2018

DATE (MM/DD/YYYY)

7/25/2017

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

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

<b>PRODUCER</b> Lockton Companies 1801 K Street NW, Suite 200 Washington DC 20006 (202) 414-2400		<b>CONTACT NAME:</b> <b>PHONE</b> (A/C, No, Ext): <b>FAX</b> (A/C, No): <b>E-MAIL ADDRESS:</b>															
<b>INSURED</b> 1332347 GovDeals, Inc. 100 Capitol Commerce Blvd, Suites 110 & 216 Montgomery AL 36117		<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Zurich American Insurance Company</td> <td>16535</td> </tr> <tr> <td>INSURER B : American Guarantee and Liab. Ins. Co.</td> <td>26247</td> </tr> <tr> <td>INSURER C : American Zurich Insurance Company</td> <td>40142</td> </tr> <tr> <td>INSURER D : Beazley Insurance Company, Inc.</td> <td>37540</td> </tr> <tr> <td>INSURER E : Travelers Casualty and Surety Co of America</td> <td>31194</td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Zurich American Insurance Company	16535	INSURER B : American Guarantee and Liab. Ins. Co.	26247	INSURER C : American Zurich Insurance Company	40142	INSURER D : Beazley Insurance Company, Inc.	37540	INSURER E : Travelers Casualty and Surety Co of America	31194	INSURER F :	
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INSURER E : Travelers Casualty and Surety Co of America	31194																
INSURER F :																	

**COVERAGES** **CERTIFICATE NUMBER:** 14474428 **REVISION NUMBER:** XXXXXXXX

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y	Y	CPO 0141694-00	3/1/2017	3/1/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPI/OP AGG \$ 2,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> \$1,000 Comp <input checked="" type="checkbox"/> \$1,000 Coll	Y	Y	CPO 0141694-00	3/1/2017	3/1/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$	Y	Y	AUC Q20306802-00	3/1/2017	3/1/2018	EACH OCCURRENCE \$ 25,000,000 AGGREGATE \$ 25,000,000 \$ XXXXXXXX
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC 0141695-00	3/1/2017	3/1/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Errors & Omissions/Cyber	N	N	V12589170601	3/1/2017	3/1/2018	\$10,000,000 per claim/agg Ret: \$100,000
E	Crime			105573404	3/1/2017	3/1/2018	\$5,000,000 Ret: \$100,000 per claim/agg

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 THIS CERTIFICATE SUPERSEDES ALL PREVIOUSLY ISSUED CERTIFICATES FOR THIS HOLDER, APPLICABLE TO THE CARRIERS LISTED AND THE POLICY TERM(S) REFERENCED.  
 State of Ohio is included as Additional Insured with respects to the General Liability, Auto Liability and Umbrella Liability policies as required by written contract with the Named Insured. A waiver of subrogation in favor of the Additional Insured is included under the above indicated General Liability, Auto Liability, Umbrella Liability and Workers Compensation policies, where required by written contract with the Named Insured. The General Liability and Automobile Liability policies are primary and non-contributory with the certificate holder's General Liability and Auto Liability policies, where required by written contract with Named Insured. The Policy is primary over all others

<b>CERTIFICATE HOLDER</b> <b>14474428</b> State of Ohio Department of Administrative Services 4200 Surface Rd. Columbus, OH 43228-1395	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  <b>AUTHORIZED REPRESENTATIVE</b> 
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ACORD 25 (2016/03)

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## Section 8

## Additional Information

- Corporate Biographies
- System Reports
- Marketing Examples

## Corporate Biographies

### Roger Gravley, President

Office: 800-613-0156 Ext. 4460 or 334-387-0460 | Email: [rgravley@govdeals.com](mailto:rgravley@govdeals.com)

In his role as President of GovDeals, Roger Gravley has led the company to deliver exceptional results while providing incomparable customer service to clients and buyers. One of the company's founders in 1999 and member of its Board of Directors, Roger was named GovDeals President in 2014 upon the retirement of the company's previous president. Roger formally joined GovDeals in 2008 as Vice President of Client Services, where his leadership efforts helped to double the number of clients served. In 2011, Roger added oversight of GovDeals' Marketing Department to his management portfolio, where his team focused on consistently superior customer and client experiences. As Vice President of Client Services and Marketing, Roger delivered industry-leading sales results and worked with the company's IT Department to expand systems to support the needs of clients and buyers. He has also served in a leadership capacity to facilitate integration efforts for automation and marketing. Roger's previous role as Vice President of Professional Services at Information Management Specialists (GovDeals' founding parent company) included the development and implementation of state agency-specific IT systems. Roger has had a long and distinguished career in a number of IT management roles for leading companies, including Unisys, Litton Computer Services, and Harris Data Systems, where he applied skills in project management as well as database engineering. Roger also served 10 years in the U.S. Air Force as a linguist and computer programmer prior to commencing his career in the private sector.

### Scott Starcher, Director of Client Services

Cell: 919-802-6800 | Email: [sstarcher@govdeals.com](mailto:sstarcher@govdeals.com)

Upon being hired in 2006 as GovDeals' Client Services Representative in the Mid-Atlantic region, Scott Starcher worked closely with his clients to implement best practices strategies to drive higher sales results and to innovate ways he and the GovDeals team could best support client agency staff members. This included hands-on training, "elbow grease" customer service, and developing and implementing efficiency tools within the GovDeals system to provide a more user-friendly platform to government clients nationwide. Scott's interdepartmental improvement efforts have been invaluable to the GovDeals team, resulting in his promotion to Client Services Supervisor in 2011 and to Director of Client Services in 2014. Scott supervises a staff of 21 Client Services Representatives nationwide, including the Client Services Help Desk. Scott aims to visit as many clients as possible on a regular basis, ensuring each agency's GovDeals representation is providing the highest level of service possible. Whether providing clients with on-site service, email correspondence, or behind-the-scenes upgrades, Scott is continually looking for ways to advance the GovDeals platform, service, support, and performance to better serve our government clients.

### Molly Nations, Marketing Manager

Office: 800-613-0156 Ext. 4475 or 334-387-0475 | Email: [mnations@govdeals.com](mailto:mnations@govdeals.com)

Responsible for all advertising and promotion of assets being auctioned, Molly Nations supervises a team of eight full-time marketing specialists and graphic designers. This team places advertisements, writes press releases, and designs custom marketing plans for our clients' specialty assets. You are encouraged to contact your CSR when high-value, specialty, or unique assets will be up for auction so that Molly and her team can develop and execute marketing campaigns designed to drive targeted bidders to your GovDeals auctions and increase the final selling price of your assets.

**Stacey Kurtz, Regional Representative**Cell: 407-462-5955 | Email: [skurtz@govdeals.com](mailto:skurtz@govdeals.com)

With over 20 years in government sales, Stacey Kurtz is responsible for business development in the State of Florida by expanding the use of GovDeals' auction platform among county and municipal governments, school districts. She is also responsible for ensuring the clients contract with GovDeals is fulfilled. More than 360 Florida public entities have transitioned to selling their surplus on GovDeals.com, and this consistent growth has enlarged GovDeals' footprint in the state. This results in expanded reach of the City's auctions to a large and active audience of prospective buyers specifically interested in purchasing government surplus assets. Stacey is available to the City for consultations, data-driven analysis, and specific local knowledge of the area's surplus market, and will be the City's primary contact for contractual matters.

**Luciana Goreed, Client Services Representative**Cell: 904-238-8787 | Email: [lgoreed@govdeals.com](mailto:lgoreed@govdeals.com)

As the City's primary point of contact on a day-to-day basis, Luciana Goreed will provide hands-on service, technical support, and best practices recommendations. She will train as many City employees as needed, teaching the fundamentals of the GovDeals process, such as how to load auctions and run reports. Whenever the City may encounter a backlog of surplus assets, Luciana will make herself available to come on-site to assist the City in loading photos and descriptions for auction listings. Luciana has over 3 years of experience with GovDeals and has an in-depth knowledge of implementing best practices to ensure the City achieves the maximum Return on Investment (ROI) for its out-of-use assets. She is dedicated to her clients and takes pride in seeing that their auctions are successful. Luciana may be reached by cell phone or email 24/7 and will be readily available to visit the City for training, technical support, and strategy sessions.



## Sample Reports

GovDeals will provide real-time reporting and summary reports within the City's account. The City will have 24/7 access to an array of real-time reports, as well as the ability to view a detailed bid history and audit trail of all its auctions at any time during the auction or after its close, without expiration.

GovDeals' interactive reports are accurate and detailed, enabling the City to track all assets from the time they are loaded into the GovDeals system until they are sold and proceeds are collected. GovDeals' reports can be viewed online, sorted, printed, and/or exported to Microsoft Excel. Many reports can be customized for unique needs the City may have. Whether the City is later under contract with GovDeals or not, the City will continue to have perpetual access to all their GovDeals reports without limitation or expiration – ever.

### Invoicing Report

The Invoicing Report, also referred to as the reconciliation statement, details all assets sold each month. This statement is sent to the seller to summarize the month's financial transactions. The report, available in PDF and hard copy, displays item description, inventory ID number, date sold, sold amount, fee percentage and amount, seller/buyer certificate ID number, and credit details if any.

Total sold amount for the month is also included on this report, as well as the total fee amount. While the vast majority of selling governments elect GovDeals to withhold our fees and remit the net proceeds, this report also serves as the monthly invoice for sellers that collect their own buyer payments or prefer to receive gross proceeds. In these cases, the Invoicing Report will provide a calculation of total fee amount due to GovDeals with terms of net 30 days. If the City collects its own proceeds but elects GovDeals to collect the Buyer's Premium online from winning bidders, the Invoicing Report will detail all of this data but no payment will be due.

GovDeals  
A Quality Services Marketplace

Agency Contact: ( )  
Invoice #: ( )  
Invoice Date: 1/1/2017-1/31/2017  
Due Date: 3/2/2017

Asset Description	Inventory ID	Date Sold	Sold \$ Fee %	Fee \$ Certificate ID	Credit Date	Credit \$
Street Broom-Pull Behind / Used / DS16-0251-1	DS16-0251-15 / WKCC /	1/14/16	\$27.00 0	\$0.00* 199-1114161930-6897	Credit	Reversal
Hunter Wheel Balance Machine / Used / DS17-00	DS17-0088-1 / Bulitt	1/16/17	\$152.00 MIN	\$0.00* 215-0116171930-6897		
2006 EX GO Golf Cart / Usable / Unit 15 / DS1	Unit 15 / DS17-0085-1	1/16/17	\$2,130.00 MIN	\$0.00* 217-0116171954-6897		
Cushman 5th Wheel Top Dresser / Used But Read	DS16-0259-2 / Top Dre	1/19/17	\$750.00 MIN	\$0.00* 214-0119172000-6897		
2004 EZ GO Golf Cart / Usable / Unit 5 / DS17	DS17-0085-2 / Unit 5	1/23/17	\$1,527.00 MIN	\$0.00* 218-0123171939-6897		
Snap-On Tire Changer / Used / Works / DS17-00	DS17-0088-2 / Tire Ch	1/23/17	\$877.00 MIN	\$0.00* 216-0123172000-6897		
2004 EZ GO Golf Cart / Usable / Good / DS17-0	DS17-0085-5 / Unit 38	1/30/17	\$2,070.00 MIN	\$0.00* 219-0130171954-6897		
			\$7,506.00	\$0.00		\$0.00

No money is due; this statement is for your records only. Credit will be applied in the same month they are entered in the GovDeals system.  
If you have any problems or questions, please contact Accounting at 1-800-613-0156 option 4.  
Thank you!  
\* denotes fee was withheld by GovDeals

Total Fees: \$0.00  
Prior Sales Credits: \$0.00  
Current Credits: \$0.00  
Fees Withheld: \$0.00

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## Sold Assets Report

Ad hoc reporting options and example report shown

Our clients' most-utilized tool, the Sold Assets Report provides detailed data of all assets sold within any selected date range. With the ability to export to Microsoft Excel with a single click, this report can be easily imported into the seller's other recordkeeping systems, merged with additional inventory data, or filtered by department, category, etc.

More than 45 data fields can be reported with this ad hoc reporting tool, such as:

- ♦ Asset details: description, inventory ID, make/brand, model, VIN, mileage, category, status, tier (internal reallocation), etc.
- ♦ Seller filters: department, name/address of asset's physical location, seller's POC for the asset, etc.
- ♦ Auction data: starting bid, reserve amount, bid increment, number of hits to the auction page, number of bids placed, etc.
- ♦ Buyer info: name, company, city, state, and extended info (buyer's user ID, name for vehicle title, full address)
- ♦ Monetary data: sold amount, fee, net results, buyer's premium amount, tax amount and percentage if applicable, additional fee info (such as shipping/storage fee paid to seller by buyer), remittance check number; and total sold amount, total fee, total net results, total taxes, etc.
- ♦ Timeline: auction start/end dates and times, buyer payment date, asset pick up date, remittance check date
- ♦ Credits: credit date, reason, & ability to filter out credits

**Sold Asset Report**

Select any of the items to display the data or [check all items](#).

**Asset**

☐ Asset ID ☐ Asset POC ☐ Category ☐ Department  
☐ Description ☐ Inventory ID ☐ Location Name ☐ Dept. #  
☐ Tier ☐ Secondary Inventory ID ☐ Location Address ☐ Status  
☐ VIN/Serial # ☐ Make / Brand ☐ Model ☐ Miles/Hours  
☐ Year ☐ Long Description ☐ Title Restriction ☐ Authorized Bid Restriction

**Auction**

☐ Starting Bid ☐ Reserve ☐ Bid Increment ☐ # of Visitors ☐ Auto Extension  
☐ # of Bids ☐ Start Date ☐ End Date ☐ # of Hits

**Buyer**

☐ Full Name ☐ Agency/Company ☐ City ☐ State ☐ ID #  
☐ Title To ☐ Extended Info

**Monetary**

☐ Additional Fees ☐ Sold Amount ☐ Tax ☐ GovDeals Fee  
☐ Picked Up Date ☐ Net Results ☐ Tax % ☐ Paid Date  
☐ Credit Reason ☐ Check Date ☐ Bill of Sale Other \$ ☐ Credit Date  
☐ Check # ☐ Buyer's Premium ☐ Bill of Sale Other \$ Description ☐ Seller Payment  
☐ Admin Fee

Start Date:  End Date:   
or ☐ Check here to get all assets from the beginning.  
or Search by Payment #

☐ Hide credits taken outside of date range  
☐ Hide all credits  
☐ Export to Excel

Miami-Dade County, FL							
Date range: 06/10/2015 - 06/30/2015							
ID #	Description	Category	Buyer	Sold Amount	Bids	Auction Ended	Status
1	2004 Eurocopter (Airbus) AS350B2 Helicopter	Aircraft and Av	Michael	\$818,000.00	3	6/11/15 3:00 PM	PU
38	One Lot of Assorted Video and Photography Equipment	Photographic Eq	michael	\$615.00	26	6/11/15 6:06 AM	PU
48	One Lot of (8) Kooltronic Air Conditioners Model: KA4C1.5NMVX	Industrial Equi	rafael	\$160.00	7	6/11/15 8:06 PM	PU
49	13-2184/2001 Lanco Law Enforcement Armored Vehicle, Bearcom	Automobiles (Re	Dennis	\$23,500.00	0	6/12/15 3:35 PM	PU
52	Merits Electric Powered Wheel Chair Atlantis 1	Health and Beau	LOUISE	\$265.00	15	6/26/15 8:12 PM	PU
66	Lot of 16 Refrigeration Compressors	Compressors	Ronald	\$210.00	11	6/26/15 8:00 PM	PU
68	One lot of (9) Used Turbo Units	Vehicle Equipme	JOSEPH	\$150.00	1	6/12/15 5:01 PM	PU
74	One lot of dive equipment	Boats and Marin	James	\$120.99	5	6/16/15 11:55 AM	PU
77	One lot of 2 Junkin MC-100 mortuary cots	Mortuary Items	Robert	\$200.00	3	6/26/15 8:00 PM	PU
78	595692/One Peak Beam high intensity searchlight	Sporting Equipm	Eduardo	\$110.01	6	6/26/15 8:00 PM	PU
79	One lot of plastic interlocking paver mats.	Outdoor Living	Charles	\$2,010.00	67	6/26/15 8:24 PM	PU
80	811647/One Hewlett Packard Design jet T610	Computers, Part	roberto	\$100.00	2	6/26/15 8:00 PM	PU
81	586843/ Engle Dental system/dental chair and dental light	Medical/Dental	Aida	\$305.00	8	6/26/15 8:12 PM	PU
82	Generac Centurion 15000 watt electric generator	Generators	Michael	\$1,300.00	26	6/26/15 8:06 PM	PU
84	One lot of metal pipe	Pipe, Valves, a	Mohammed	\$4,475.00	134	6/26/15 8:27 PM	PU
86	701842/ Steam Kettle	Cafeteria and K	Manuel	\$630.00	7	6/26/15 8:03 PM	PU
				<b>\$852,151.00</b>			

## Bill of Sale

A Bill of Sale will be automatically populated with the seller's information (including City logo/seal if desired); the winning bidder's name; all of the information regarding the asset sold, such as inventory number, VIN, make, model, etc.; sale price, tax amount if applicable; payment date and method; and the date sold. The Bill of Sale can be emailed to the winning bidder or printed and given to the bidder when he/she arrives to pick up the item won at auction.

The Bill of Sale contains a disclaimer: "Asset is sold as is, where is, and without warranty. Once the asset is removed from the seller's premises, there is no refund of monies previously paid." This language may be customized. The State is encouraged to obtain a Bill of Sale for every item picked up in order to retain a document the buyer has signed agreeing that no money will be refunded. The signed Bill of Sale may be uploaded to the completed auction.

## Current Bid Report

The Current Bid Report allows the seller to manage its current live auctions, with visibility of high bid amounts, reserve pricing, number of bids, auction end date and time, website traffic (hits and visitors), and the number of users who have added each auction to their watch lists.

This is an ad hoc report that may be customized and may be exported to Microsoft Excel.

Current Bid Report									
<input checked="" type="checkbox"/> Asset ID <input checked="" type="checkbox"/> Inventory ID <input checked="" type="checkbox"/> Description <input checked="" type="checkbox"/> # Visitors <input checked="" type="checkbox"/> Current Bid <input checked="" type="checkbox"/> # Bids <input checked="" type="checkbox"/> Auction End <input checked="" type="checkbox"/> # Hits <input checked="" type="checkbox"/> Reserve <input checked="" type="checkbox"/> Watchers <input type="checkbox"/> Include Assets with no Bids <input type="checkbox"/> Export to Excel <input type="button" value="Continue"/>									
7 auctions returned.									
ID ↑	Inventory ID	Description	Reserve	Current Bid	# Bids	Auction End	# Visitors	# Hits	# Watchers
844	844	Apple iPad	\$0.00	\$65.00	7	7/13/16 10:00 AM	204	291	14
845	845	Apple Shuffles	\$0.00	\$43.00	5	7/13/16 10:30 AM	87	119	5
846	846	Apple iPod Classic	\$0.00	\$116.00	10	7/13/16 11:00 AM	123	184	14
847	847	Multimedia LCD Projector & Projector Screen	\$0.00	\$50.00	1	7/13/16 11:30 AM	102	131	4
849	849	Exercise Station	\$0.00	\$330.00	15	7/13/16 12:30 PM	264	333	8
850	850	Weight Station Frame	\$0.00	\$10.00	1	7/13/16 1:00 PM	150	180	5
851	851	Weight Lifting Equipment	\$0.00	\$95.00	3	7/13/16 1:30 PM	271	314	6
			<b>\$0.00</b>	<b>\$709.00</b>					

## Paid For/Picked Up Reports

Paid For/Picked Up Reports can be generated within a seller's GovDeals account to display all items sold at auction, separated by status. These reports are exportable to Microsoft Excel.

This three-part "PPU Report" provides real-time status lists of items that have not been paid for; those that have been paid for but have not yet been picked up; and those that have been paid for and have been picked up.

All of the PPU reports include the asset ID, inventory number, description, auction end date and time, high bid amount, sales taxes, seller-imposed fees to buyer, GovDeals fee amount, and buyer's total payment amount. Date of payment is also included on the "Paid" and "Paid & Picked Up" reports."

The "Not Paid" and "Paid, Not Picked Up" reports include a reminder feature that enables the seller to, with a single click, send a notification to the winning bidder reminding him or her that the payment or pick-up deadline has passed.

The payment reminder email includes payment instructions and a link to the auction won, as well as amount due. All reminder emails also include a direct link to the specific seller's Terms and Conditions that outline the payment terms and default penalties.

The "Paid & Picked Up" report also indicates the status of the seller's remittance payment from GovDeals, including the number of the GovDeals check/payment to the seller.

Examples of reports shown are, top to bottom:  
"Not Paid," "Paid, Not Picked Up," & "Paid & Picked Up"

**Paid For & Picked Up Report**

Filter by: Not Paid  
Submit

ID	Inv ID	Description	Buyer Name	End Date/Time	High Bid	Tax	Add'l Fees	Total	GovDeals Fee	Net Pay	Status	Reminder (?)
61	350	2006 Ford Expedition XLT 4WD	David Uche	10/30/15 2:00 PM	\$3,960.00*	\$0.00		\$3,960.00	-\$0.00	\$3,960.00	Not Paid	Reminder
63	381	2006 Chevrolet TrailBlazer LS 4WD	ron mcMahon	10/30/15 2:20 PM	\$4,190.00*	\$0.00		\$4,190.00	-\$0.00	\$4,190.00	Not Paid	Reminder
68	66	1994 Ford F-350 XL Reg. Cab DRW 2WD	David Mayo	10/30/15 3:10 PM	\$6,010.00*	\$300.00		\$6,310.00	-\$0.00	\$6,310.00	Not Paid	Reminder
					\$14,160.00	\$300.00	\$0.00	\$14,460.00	\$0.00	\$14,460.00		

### Paid For & Picked Up Report

Filter by:
Paid, Not Picked Up

Submit
Export to Excel

ID	Inv ID	Description	Buyer Name	End Date/Time	High Bid	Tax	Add'l Fees	Total	GovDeals Fee	Net Pay	Paid	Status	Reminder
6044	7006 01	50 PIECES OF GUARDRAIL	Bank	5/10/16 6:30 PM	\$2,102.00*	\$0.00		\$2,102.00	-\$102.15	\$1,999.85	5/10/16		06/20/16
6045	7006 02	50 PIECES OF GUARDRAIL	Bank	5/10/16 6:35 PM	\$2,203.00*	\$0.00		\$2,203.00	-\$105.22	\$2,097.78	5/10/16		06/20/16
6047	7006 04	25 PIECES OF GUARDRAIL	Bank	5/10/16 6:45 PM	\$1,257.00*	\$0.00		\$1,257.00	-\$94.27	\$1,162.73	5/10/16		06/20/16
6048	7006 05	60 PIECES OF GUARDRAIL	Bank	5/10/16 6:50 PM	\$1,304.00*	\$0.00		\$1,304.00	-\$97.80	\$1,206.20	5/10/16		06/20/16
6049	7006 06	100 PIECES OF GUARDRAIL	Bank	5/10/16 6:55 PM	\$2,257.00*	\$0.00		\$2,257.00	-\$100.27	\$2,007.73	5/10/16		06/20/16
6075	7047 01	5,000 GALLON ASPHALT TANK	Auto Right	6/9/16 6:45 PM	\$9.00*	\$0.00		\$9.00	-\$5.00	\$4.00	6/9/16		06/20/16
6076	7047 02	10,000 GALLON ASPHALT TANK	Auto Right	6/9/16 6:50 PM	\$9.00*	\$0.00		\$9.00	-\$5.00	\$4.00	6/9/16		06/20/16
6077	7047 03	15,000 GALLON ASPHALT TANK	Auto Right	6/9/16 6:55 PM	\$7.00*	\$0.00		\$7.00	-\$5.00	\$2.00	6/9/16		06/20/16
6078	7005 01	FILE CABINET - 5 DRAWER	Auto Right	6/9/16 7:00 PM	\$7.00*	\$0.00		\$7.00	-\$5.00	\$2.00	6/9/16		06/20/16
6084	7031 01	SCAG WALK BEHIND LAWN MOWER	James Mogan	6/20/16 6:15 PM	\$779.00*	\$0.00		\$779.00	-\$56.42	\$720.58	6/24/16		06/20/16
6085	7031 02	SCAG WALK BEHIND LAWN MOWER	James Mogan	6/20/16 6:20 PM	\$793.00*	\$0.00		\$793.00	-\$59.47	\$733.53	6/24/16		06/20/16
6086	7022 01	1,550 Gallon Tank	Auto Right	6/20/16 6:25 PM	\$135.01*	\$0.00		\$135.01	-\$10.13	\$124.88	6/21/16		06/20/16
6087	7022 02	10,000 Gallon Tank	Auto Right	6/20/16 6:30 PM	\$173.01*	\$0.00		\$173.01	-\$12.98	\$160.03	6/21/16		06/20/16
6088	7031 03	CONCRETE SAW	Auto Right	6/20/16 6:35 PM	\$72.00*	\$0.00		\$72.00	-\$5.40	\$66.60	6/21/16		06/20/16
					\$11,167.02	\$0.00	\$0.00	\$11,167.02	\$856.11	\$10,311.91			

Remind Buyers with a Single Click

Update Assets

## Electronic Payments Owed by GovDeals

ID	Inv ID	Description	Buyer Name	End Date/Time	High Bid	Tax	Add'l Fees	Total	GovDeals Fee	Net to Pay	Picked Up
815	815	Safety Swtch boxes	roberto	6/1/16 10:30 AM	\$55.00*	\$4.54		\$59.54	-\$5.00	\$54.54	7/6/2016
836	836	Exercise Station	ernesto	6/29/16 10:09 AM	\$600.00*	\$54.45		\$714.45	-\$49.50	\$664.95	7/6/2016
					\$715.00	\$58.99	\$0.00	\$773.99	\$64.50	\$719.49	
					Total Owed by GovDeals: \$719.49						
					* Total GovDeals Fees to Withhold: \$54.50						



## Status Report

The Status Report provides the ability to quickly display asset auction data according to current status, such as those at auction, items sold, and auctions listed as inactive (on hold), as well as auctions that closed with no bids or those that did not meet reserve. These reports are easily exported to Microsoft Excel with a single click.

Asset Statuses												
Ready for Auction <input type="button" value="Continue"/>												
Export results to a tab delimited text file												
ID #	Inv ID	# Photos	Description	Action Date	Start Date/Time	End Date/Time	Open	Increment	Reserve/Strike	# Bids	High Bid	Auto Extension
6701	16933	1	2 Skids Misc Clothing #16933 697 LBS ***PICK UP ONLY***	2/6/17 10:46 AM	2/8/17 10:56 AM	2/15/17 10:05 AM	\$50.00	\$2.00	\$0.00	0	\$50.00	
6703	16944	1	Approx 3 LB Gold Tone Jewelry #16944	2/6/17 10:48 AM	2/8/17 10:59 AM	2/15/17 10:15 AM	\$25.00	\$5.00	\$0.00	0	\$25.00	
6704	16841	1	Misc Electronics 8 lbs #16841	2/6/17 10:49 AM	2/8/17 11:00 AM	2/15/17 10:00 AM	\$10.00	\$2.00	\$0.00	0	\$10.00	
6706	16956	1	Approx 13 lbs Assorted Multitools #16956	2/6/17 10:52 AM	2/10/17 11:02 AM	2/17/17 10:10 AM	\$25.00	\$2.00	\$0.00	0	\$25.00	
6708	16894	1	Approx 10 Assorted Leatherman Multitools Approx 5 lbs. 16894	2/6/17 10:55 AM	2/10/17 11:05 AM	2/17/17 10:05 AM	\$25.00	\$5.00	\$0.00	0	\$25.00	
6710	16848	1	Approx 16 lbs Assorted Victorinox Knives #16848	2/6/17 10:57 AM	2/10/17 11:07 AM	2/17/17 10:15 AM	\$25.00	\$5.00	\$0.00	0	\$25.00	
6711	16898	0	Approx 10 Assorted Gerber Multitools 6 lbs #16898	2/6/17 10:58 AM			\$0.00	\$0.00	\$0.00		\$0.00	
6712	16898	1	Approx 10 Assorted Gerber Multitools 6 lbs #16898	2/6/17 10:58 AM	2/8/17 11:09 AM	2/15/17 10:10 AM	\$25.00	\$5.00	\$0.00	0	\$25.00	
6713	16855	1	Approx 5 Assorted Purses #16855 5 lbs	2/6/17 11:00 AM	2/8/17 11:10 AM	2/15/17 10:20 AM	\$15.00	\$1.00	\$0.00	0	\$15.00	
6714	16887	1	Assorted Lighters #16887 ***PICK UP ONLY***	2/6/17 11:01 AM	2/10/17 11:11 AM	2/17/17 10:00 AM	\$25.00	\$2.00	\$0.00	0	\$25.00	
6715	16940	1	Approx 5 lbs Silver Tone Jewelry #16940	2/6/17 11:02 AM	2/10/17 11:13 AM	2/17/17 10:20 AM	\$25.00	\$2.00	\$0.00	0	\$25.00	

Asset Statuses												
Sent to Auction <input type="button" value="Continue"/>												
Export results to a tab delimited text file												
ID #	Inv ID	# Photos	Description	Action Date	Start Date/Time	End Date/Time	Open	Increment	Reserve/Strike	# Bids	High Bid	Auto Extension
6688	16880	1	Approx 14 lbs Assorted Multitools #16880	2/1/17 9:52 AM	2/1/17 9:52 AM	2/8/17 10:15 AM	\$25.00	\$2.00	\$0.00	1	\$25.00	
6689	16919	1	Approx 10 lbs Assorted Box Cutters #16919	2/3/17 9:53 AM	2/3/17 9:53 AM	2/10/17 10:20 AM	\$10.00	\$1.00	\$0.00	0	\$10.00	
6690	16835	1	Approx 15 lbs Assorted Victorinox Knives #16835	2/1/17 9:54 AM	2/1/17 9:54 AM	2/8/17 10:00 AM	\$25.00	\$5.00	\$0.00	11	\$405.00	
6691	16824	1	Approx 10 Assorted Gerber Multitools 4 lbs #16824	2/3/17 9:55 AM	2/3/17 9:55 AM	2/10/17 10:00 AM	\$25.00	\$5.00	\$0.00	1	\$25.00	
6694	16830	1	Approx 12 lbs Assorted Black Knives #16830	2/1/17 10:38 AM	2/1/17 10:38 AM	2/8/17 10:10 AM	\$25.00	\$5.00	\$0.00	11	\$208.00	
6695	16827	1	Approx 1 lbs Assorted Reading Glasses #16827	2/3/17 10:39 AM	2/3/17 10:39 AM	2/10/17 10:05 AM	\$10.00	\$1.00	\$0.00	0	\$10.00	
6696	16904	1	Approx 9 lbs Assorted Fixed Blade Knives #16904	2/3/17 10:40 AM	2/3/17 10:40 AM	2/10/17 10:10 AM	\$15.00	\$2.00	\$0.00	7	\$42.00	
6697	16939	1	Approx 5 LB Silver Tone Jewelry #16939	2/3/17 10:41 AM	2/3/17 10:41 AM	2/10/17 10:15 AM	\$25.00	\$5.00	\$0.00	3	\$30.00	
6698	16886	1	Assorted Lighters #16886 ***PICK UP ONLY***	2/1/17 10:43 AM	2/1/17 10:43 AM	2/8/17 10:20 AM	\$15.00	\$5.00	\$0.00	6	\$55.00	
6699	16930	1	Approx 2 lbs. Assorted Sunglasses #16930	2/1/17 10:44 AM	2/1/17 10:44 AM	2/8/17 10:05 AM	\$10.00	\$1.00	\$0.00	3	\$38.00	
6702	16924	1	Approx 7 lbs. of Assorted Belts #16924	2/6/17 10:58 AM	2/6/17 10:58 AM	2/13/17 10:00 AM	\$10.00	\$1.00	\$0.00	0	\$10.00	
6705	16849	1	Approx 11 lbs Assorted Black Knives #16849	2/6/17 11:01 AM	2/6/17 11:01 AM	2/13/17 10:05 AM	\$25.00	\$5.00	\$0.00	0	\$25.00	
6707	16874	1	Approx 1 lbs Assorted Reading Glasses #16874	2/6/17 11:04 AM	2/6/17 11:04 AM	2/13/17 10:15 AM	\$10.00	\$1.00	\$0.00	0	\$10.00	
6709	16920	1	Approx 10 lbs Assorted Box Cutters #16920	2/6/17 11:06 AM	2/6/17 11:06 AM	2/13/17 10:10 AM	\$10.00	\$1.00	\$0.00	0	\$10.00	
6716	16948	1	Approx 5 lbs Costume Jewelry #16948	2/6/17 11:14 AM	2/6/17 11:14 AM	2/13/17 10:20 AM	\$25.00	\$2.00	\$0.00	0	\$25.00	

## Buyer's and Seller's Certificates

When an auction closes, a Buyer's Certificate will automatically be sent to the winning bidder via email, and a matching Seller's Certificate will be sent to the seller's POC.

These certificates contain the bidder's name, company name if applicable, address, telephone number, bidder ID number, item description, asset ID, and sold amount.

This notification of award also includes the seller's terms and conditions. Contact information for the seller is also provided to the buyer, as well as payment and asset removal instructions.

A PDF of the Bill of Sale will be included in the Seller's Certificate email.

## Payment Confirmation

After a successful transaction, buyers will receive an email receipt confirming their online payment has been received by GovDeals.

Notification will also be sent to the seller regarding the payment receipt, and the seller may release the asset to the buyer.

From: [Accounting@Govdeals.com](mailto:Accounting@Govdeals.com)  
Sent: Wednesday, July 06, 2016 3:44 PM  
To: \*\*\*@gmail.com  
Subject: GovDeals.com Payment Received

Your payment has been received for Invoice ID 393765. Promptly contact the seller(s) to discuss times and location for pickup. Please present the certificate(s) to the seller to receive the item(s) purchased. Thank you for using GovDeals.

The following assets are ready for pickup:


Certificate ID: 45-0706161642-8245  
Description: 1999 Ford Taurus  
Sold Amount: \$2,500.00  
Buyer's Premium: \$275.00  
Tax: \* \$156.25  
Additional Fees: \$0.00  
Subtotal: \$2,931.25  
Total: \$2,931.25

GovDeals Seller's Certificate: 2-0126151849-7248

Congratulations, Trinity County Health and Human Services, CA has sold another item on the GovDeals Auction Services.

BUYER (#716433)		SELLER (#7248)	
Name:	DAVID [REDACTED]	Agency:	Trinity County Health and Human Services, CA
Company:	na	Contact:	Dave [REDACTED]
Title To:	DAVID [REDACTED]	Phone:	530-588-0888
Phone:	530-588-0888	Fax:	530-588-0888
Email:	[REDACTED]@trinity-county.org	Email:	dave@trinity-county.org
Address:	104 [REDACTED] Way Weaverville, CA 96093	Address:	104 [REDACTED] Way Weaverville, CA 96093

ITEM INFORMATION FOR ASSET ID: 2

Item: 2001 Ford Expedition XLT 4WD 

Pick Up Location: 51 Industrial Pk Way, Weaverville, CA 96093

Inventory ID: 2		Account ID: 7248	
Condition:	See Description	Quantity:	1 each
Make/Brand:	Ford	Model:	Expedition
VIN/Serial:	1FMRU16W31LB44912	Model Year:	2001
Meter:	132,438 Miles	Title Restrictions:	No

Date	Item	Amount
01/26/2015 6:49 PM	2001 Ford Expedition XLT 4WD	\$1,710.00
	Tax	7.5000% \$128.25
	Buyer's Premium	10.00% \$171.00
	Total	\$2,009.25

Payment Instructions:

Payment methods for this item are Wire Transfer, PayPal, or credit cards (Visa, Mastercard, American Express\*, Discover) only. \* American Express is not available for buyers on probation. PayPal and credit card purchases are limited to below \$5,000.00 and Bidders residing in the United States, Canada and Mexico Only. If the winning bid plus applicable taxes, if any indicated, plus the buyer's premium equals to \$5,000.00 or more, Wire Transfer must be used. If Wire Transfer is chosen, a Wire Transfer Transaction Summary page will provide payment and account information. The Wire Transfer must be completed within 5 days.

PAYMENT MUST BE MADE ONLINE - To make an online payment, log into your GovDeals account and select [My Bids](#). Please follow the instructions there. Payment in full is due not later than five (5) business days from the time and date of the Buyer's Certificate. Payment must be made electronically through the GovDeals Website. NO CASH, CHECKS, OR MONEY ORDER WILL BE ACCEPTED!

PAYMENT MUST BE MADE ONLINE - To make online payment, log into your GovDeals account and select [My Bids](#). Please follow the instructions there.

Payment in full is due not later than five (5) business days from the time and date of the Buyer's Certificate. Payment must be made electronically through the GovDeals Website. Payment Methods are listed above.

TAX EXEMPTION: Where taxes are applicable (see the Buyer's Certificate), Tax Exempt documents must be provided to this seller within 24 hours of the auctions close and before payment is made. Please see the contact below for any questions.

Removal Instructions:

Property may be removed by appointment only and appointments must be made at least 24 hours in advance. All items must be removed within ten (10) business days from the time and date of issuance of the Buyer's Certificate.

The Buyer will make all arrangements and perform all work necessary, including packing, loading and transportation of the property. No Assistance will be provided. A daily storage fee of \$10.00 may be charged for any item not removed within the 10 business days allowed and stated on the Buyer's Certificate.

Special Instructions:

NOTICE: If you are the winning bidder and default by failing to adhere to this seller's terms and conditions your account with GovDeals WILL BE LOCKED.

Guaranty Waiver: All property is offered for sale "AS IS, WHERE IS." Trinity County Health and Human Services, CA makes no warranty, guaranty or representation of any kind, expressed or implied, as to the merchantability or fitness for any purpose of the property offered for sale. Please note that upon removal of the property, all sales are final.

Description Warranty: Seller warrants to the Buyer that the property offered for sale will conform to its description. Any claim for misdescription must be made prior to removal of the property. If Seller confirms that the property does not conform to the description, Seller will keep the property and refund any money paid. The liability of the seller shall not exceed the actual purchase price of the property.

Description:

2001 Ford Expedition XLT 4WD SPORT UTILITY 4-DR, 4.6L V8 SOHC 16V

Vehicle Starts and Runs

Automatic Transmission, AM/FM cassette, Power windows/locks, Cruise Control, 3rd Row Seating

Regularly serviced

No other known mechanical problems.

Minor dings and dents to body consistent with normal use

Faded paint on hood and top of truck. Rust on windshield wipers

Please see photos for more details



## Sample Marketing Outreach

# 1999 John Deere 270LC



**South Florida  
Water Management District  
\$44,620.07**

Auction Closed	
High Bidder:	r*****6
Sold Amount:	\$41,701.00
Tax:	\$2,919.07
(7.0000%):	
Total Price:	\$44,620.07
<a href="#">View Bid History</a>	
<a href="#">Terms and Conditions</a>	

2,323 visitors

Advertised with



- Auction Dates: April 6th - April 24th, 2017
- Auction began with an opening bid of \$15,000 and no reserve
- 10 participants placed 75 bids
- Auction page had 2,323 visitors
- 66 site visitors came from RockandDirt.com and 11 came from ContractorAssets.com

**GovDeals.com**  
Online Government Surplus Auctions

# 2007 Volvo VHD Truck with Drill Rig



**St. Johns River Water  
Management District, Florida  
\$227,955**

Auction Closed	
High Bidder	d****c
Sold Amount	\$217,100.00
Buyer's Premium (5.00%)	\$10,855.00
Total Price	\$227,955.00
<a href="#">View Bid History</a>	
<a href="#">Terms and Conditions</a>	

3,548 visitors

Advertised with



- Auction Dates: January 27th - February 27th, 2017
- Auction began with an opening bid of \$10,000 and no reserve
- 18 participants placed 129 bids
- Auction page had 3,548 visitors
- 69 site visitors came from RockandDirt.com and eight came from NextTruckOnline.com

**GovDeals.com**  
Online Government Surplus Auctions



# Portable Restroom Trailer



**Charlotte County, Florida**  
**\$10,175**

Auction Closed	
High Bidder:	u*****g
Sold Amount:	\$9,250.00
Buyer's Premium (10.00%):	\$925.00
Total Price:	\$10,175.00
<a href="#">View Bid History</a>	
<a href="#">Terms and Conditions</a>	

996 visitors

Advertised with



- Auction Dates: September 7th - September 14th, 2016
- Auction began with an opening bid of \$1,000 and no reserve
- Nine participants placed 61 bids
- Auction page had 996 visitors
- 47 site visitors came from RockandDirt.com

**GovDeals.com**  
Online Government Surplus Auctions

## Motorola 800MHz Spectra Dash Mount Radios



Martin County, Florida  
\$10,505.25

Auction Closed	
High Bidder:	n****v
Sold Amount:	\$10,005.00
Buyer's Premium (5.00%):	\$500.25
Total Price:	\$10,505.25
<a href="#">View Bid History</a>	
<a href="#">Terms and Conditions</a>	

317 visitors

Advertised with

**EquipMatching**



- Auction Dates: July 3rd - July 10th, 2017
- Auction began with an opening bid of \$25 and no reserve
- Five participants placed 25 bids
- Auction page had 317 visitors
- 10 site visitors came from RockandDirt.com

**GovDeals.com**  
Online Government Surplus Auctions

# 2003 Lexus SC 430



**Gulf Breeze, Florida**  
**\$6,305.25**

Auction Closed	
High Bidder:	e*****s
Sold Amount:	\$8,565.00
Buyer's Premium (5.00%):	\$428.25
Total Price:	\$8,993.25
<a href="#">View Bid History</a>	
<a href="#">Terms and Conditions</a>	

2,922 visitors

Advertised with



- Auction Dates: November 22nd - December 2nd, 2016
- Auction began with an opening bid of \$500 and a \$5,500 reserve
- 17 participants placed 52 bids
- Auction page had 2,922 visitors
- 1 site visitor came from FloridaSuperAds.com and 112 came from CarDaddy.com

**GovDeals.com**  
Online Government Surplus Auctions