

PROPOSAL FOR MANAGEMENT AND OPERATION OF FORT PIERCE SUNRISE THEATRE OPERATIONS CONCESSION RFP #2025-017

Submitted To:

City of Fort Pierce
Purchasing Division - Room 101
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Fort Pierce, FL 34950

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Authorized Representative:

Lina Bright, CEO

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Confidentiality Notice:

This proposal contains confidential and proprietary information of HZIP LLC. It is submitted solely for the purpose of evaluating our qualifications and approach to the management and operation of the Fort Pierce Sunrise Theatre Concession. No part of this

document may be disclosed or used for any purpose other than evaluation without prior written consent from HZIP LLC.



HZIP LLC
222 SE 2nd Terrace
Dania Beach, FL 33004
March 8th, 2025

City of Fort Pierce

Attn: Gelencia Carter,
Purchasing Manager
100 North U.S. Hwy 1
Fort Pierce, FL 34950

Dear Evaluation Committee Members,

At HZIP LLC, we see the Sunrise Theatre as more than just a venue—it is the cultural heartbeat of Fort Pierce, poised for revitalization into a thriving, dynamic performing arts center. We are honored to present our visionary proposal to transform this historic space into a financially sustainable, high-performing, and community-driven institution that celebrates entertainment, education, and economic growth. Committed to creating a vibrant, South Florida-centered theatre experience, our vision extends far beyond concessions. In addition to elevating the food and beverage service, we will transform Sunrise Theatre into a creative hub for education, youth engagement, and high-quality performances, ensuring it becomes a pillar of artistic excellence and community enrichment.

Quality Food & Beverage Operation

- Artisanal concession offerings, featuring signature cocktails, gourmet snacks, and theater-inspired menus.
- Enhanced VIP experiences and pre-show dining options to drive revenue and improve audience satisfaction.
- Expanded Food and beverage options for comedy shows.
- Operation of Black Box Café on permanent bases, serving Lunch, Diner hosting live performances and offering catering to the theater patrons.

- Better utilization of Black Box Café with addition of performance, events, menu options, and services.

Community-Centered Youth & Afterschool Programs

We believe in the power of the arts to educate and inspire. Our plan includes transforming underutilized spaces into dynamic educational and communal areas to host:

- After-school and summer camp programs focusing on performing arts, media, and creative fields and industries.
- *Classes and workshops in theatre production, including:*
 - Backstage Production & Stage Directing
 - Lighting, Sound Engineering & Special Effects
 - Media, TV, Social Media & Radio Production
 - Dance, Ballet & Music Education.
 - Acting, Performance Art, Public Speaking.
- Hands-on training with industry professionals to prepare youth for careers in entertainment, digital media, and stage production.
- Internship and mentorship programs, partnering with local schools and universities to foster talent and career readiness.

Producing Exclusive Shows & High-Class Performances

- Developing and hosting our own productions, including Broadway-style performances, concerts, light and cultural showcases.
- Developing own Off-Broadway Theater productions including adaptations of world classics, such as Chekhov's Cherry Orchards into Florida's Orange Groove.
- Curating high-class performances and talent partnerships to attract national and international artists.
- Participation in SO-FLO-W (South Florida Infinite River Gala) to expand regional collaboration and marketing reach.

Transforming Unused Spaces into a Thriving Community Hub

- Repurposing storage and office spaces into education, rehearsal, and creative learning areas.
- Creating a flexible space for community events, small performances, and arts-based workshops.



- Providing a home for local artists, performers, and aspiring entertainers to nurture the next generation of creatives.
- Create a local YouTube production studio.

Sustainability, Economic Growth & Local Partnerships

- Eco-friendly operations in concessions, incorporating local, sustainable ingredients and green packaging.
- Strengthening partnerships with local businesses, schools, and arts organizations to ensure economic and social impact.
- Leveraging sponsorships and grant opportunities to maximize financial sustainability while keeping programs affordable and accessible.

HZIP LLC is committed to redefining the role of the Sunrise Theatre—not just as a venue but as a cultural, educational, and economic cornerstone for Fort Pierce. By blending exceptional concession services, premier entertainment, and youth-driven educational initiatives, we will ensure the Sunrise Theatre thrives for years to come.

We welcome the opportunity to discuss our vision further and demonstrate how HZIP LLC is the ideal partner to manage and operate the Fort Pierce Sunrise Theatre Concession. Please feel free to reach out at (808) 480-8800 or via email at lbright@hzip.org for any questions or additional information.

Sincerely,

Lina Bright

Chief Executive Officer

HZIP LLC

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Executive Summary

HZIP LLC is honored to submit our proposal for the management and operation of the Fort Pierce Sunrise Theatre, with a vision of transforming this historic venue into a vibrant cultural and educational hub. We are committed to strong community engagement, high-class performances, and innovative revenue models that will ensure the Sunrise Theatre becomes a cornerstone of the Fort Pierce community. We offer our multifaceted exceptional concession services, exclusive productions, and youth-driven educational initiatives to achieve our vision.

Our Proposed Initiatives

Quality Food & Beverage Operations – Elevating the concession experience with artisanal offerings, signature cocktails, and theater-inspired menus. We will introduce enhanced VIP experiences and pre-show dining options to drive revenue and improve guest satisfaction. Additionally, we plan to operate the Black Box Café on a permanent basis (serving breakfast, lunch, and dinner) and use it for live performances and catering, turning dining into an innovative revenue stream for the theatre.

Community-Centered Youth & Afterschool Programs – We believe in the power of the arts to educate and inspire the next generation. Our plan transforms underutilized spaces into dynamic classrooms and studios for after-school and summer camp programs focusing on performing arts, digital media, and creative industries. Youth participants will benefit from classes and workshops in all aspects of theatre production, including backstage production, stage directing, lighting and sound engineering, special effects, media (TV, social media, radio) production, dance, music, and acting. Through hands-on training with industry professionals, we will prepare local youth for careers in entertainment and stage production. We will also establish internship and mentorship programs through our Resident Artists program in partnership with local educational institutes to foster talent and career readiness.

Producing Exclusive Shows & High-Class Performances – HZIP LLC will develop and host our own productions to establish the Sunrise Theatre as a producer of unique, high-quality entertainment:

- ***Flagship Youth Production Initiative:*** Launching an annual youth-led theatrical production that involves approximately 100 students in creating a full show from scratch. Participants will take on roles in acting, directing, lighting, sound, media, and technical production, resulting in a full-scale performance that showcases their talents and hard work. This not only provides unparalleled experience for the students but also engages families and the broader community in celebrating youth achievements.
- ***Professional Productions and Concerts:*** Staging Broadway-style performances, concerts, and cultural showcases produced in-house to attract audiences and elevate the theatre's profile.

- ***Innovative Adaptations:*** Developing original adaptations of classic works (Such as reimagining Chekhov’s *The Cherry Orchard* as a Florida-themed “Orange Orchard”), positioning the Sunrise Theatre as a creative leader that offers fresh content.
- ***Talent Partnerships:*** Curating high-class performances and forging partnerships to bring in renowned national and international artists. This will ensure a lineup of premier entertainment that draws patrons from across the region.
- ***Regional Collaboration:*** Participating in events like the South Florida Infinite River Gala (SO-FLO-W) to expand the theatre’s regional collaboration and marketing reach, further enhancing Fort Pierce’s cultural prominence.

Transforming Unused Spaces into a Community Hub – We will repurpose underutilized storage and office areas into vibrant community spaces. This includes creating dedicated rooms for education and rehearsals, flexible-use areas for small performances and arts workshops, and even a local YouTube production studio for digital content creation. By providing a home for local artists, performers, and aspiring entertainers, the Sunrise Theatre will nurture the next generation of creatives and become a daily gathering place for the community, not just a nighttime venue.

Sustainability, Economic Growth & Local Partnerships – HZIP LLC is committed to sustainable and financially sound operations. We will implement eco-friendly practices in concessions (using local ingredients and green packaging) to align with environmental values. Our team will strengthen partnerships with local businesses, schools, and arts organizations to amplify the theatre’s economic and social impact. We plan to leverage sponsorships, grants, and creative revenue opportunities to keep programs affordable and accessible while maximizing financial sustainability. These innovative revenue models – from expanded food services to sponsored events – will ensure the Sunrise Theatre remains profitable and resilient.

In conclusion HZIP LLC is dedicated to redefining the Sunrise Theatre’s role in Fort Pierce – not just as a venue, but as a landmark cultural attraction, offering educational, economic benefits community. By blending top-notch concession services, premier entertainment (for both professionals and youth), and youth-driven educational initiatives, our plan fosters strong community engagement and introduces innovative revenue streams for long-term success. We are confident that our unique combination of expertise, creativity, and community-focused programming makes HZIP LLC the ideal partner to revitalize the Sunrise Theatre and ensure it thrives for years to come. We look forward to the opportunity to bring our vision to life and to solidify the Sunrise Theatre as a beacon of arts, education, and community pride in Fort Pierce.

Company Profile

HZIP LLC is a dynamic, forward-thinking, woman-owned facility management and operations company based in Dania Beach, Florida. Co-founded by a September 11 First Responder, the company brings a deep sense of purpose and commitment to its work. Focusing on delivering high-quality services to government entities, municipalities, and the private sector, we blend cost-effectiveness with operational excellence to enhance community spaces and experiences.

"Our mission is to elevate the human spirit through unmatched world-class performance."

Our Primary Core Services

1. Facility Management and Operations

- Comprehensive management of public facilities including parks, piers, community centers, and sports facilities.
- Daily operations, maintenance, and safety management.
- Customer service and community engagement initiatives.

2. Hospitality and Event Management

- Managing hospitality services for public facilities, including food and beverage operations.
- Planning and executing community events and special programs to drive engagement.

3. Community-Based Programs

- Developing and implementing programs that cater to the recreational and educational needs of the community.
- Partnerships with local organizations to enhance service offerings and community impact.

Key Strengths

At HZIP LLC, our leadership team brings over 30 years of combined expertise in facility operations, hospitality, and community engagement, ensuring the exceptional management of busy public spaces. We have a deep understanding of visitor needs, allowing us to cater to diverse preferences and deliver high-quality, tailored experiences that foster community engagement and satisfaction. Our extensive network of relationships with suppliers, industry associations, and local businesses enables us to consistently access premium products and services, elevating our operational standards. Over the years, HZIP LLC has developed a proven track record, successfully managing facilities across the country with a focus on innovation, customer satisfaction, and adaptability to industry trends. Financially, we maintain a robust management system that ensures the long-term sustainability of all operations. With diversified revenue streams and effective cost controls, we are well-positioned for continuous financial growth and stability. Additionally, our commitment to sustainability is demonstrated through strict adherence to ADA standards, sea turtle lighting regulations, and comprehensive environmental stewardship practices, ensuring that we contribute to both the community's and the environment's well-being.

Leadership Team



Lina Bright, CEO

As the visionary leader of HZIP LLC, Lina Bright drives the company's strategic initiatives, ensuring alignment with its mission. Her extensive experience in facility management and operations empowers her to lead the company toward growth and operational excellence.

Etelly Papayeva, Marketing Director

Etelly Papayeva spearheads marketing efforts, focusing on brand visibility, customer acquisition, and community engagement. Her expertise in understanding market trends helps HZIP LLC maintain a strong presence in the community.

Ili Umansky, Operations Director

Ili Umansky oversees the day-to-day operations, ensuring smooth facility management, superior customer service, and high-quality standards. Ili's leadership ensures that all operations align with the company's goals of safety and efficiency.

Victoria Avilo, General Manager of Hospitality

Victoria is responsible for overseeing licensing, permits, food safety protocols, service standards, and menu adjustments. Her attention to operational efficiency and quality control always ensures the highest levels of service.

CURRENT CONTRACTS

- Snack Bar Operator at Hollywood North Beach Park, Hollywood, FL
- Dania Beach Pier Operation and Management, Dania Beach, FL
- Saint John's Golf Club Restaurant Operation and Management Elkton FL
- Hillsborough County Center Café Operation and Management Tampa FL
- Payne Park Concession Operation and Management Sarasota FL



HZIP LLC is poised to deliver exceptional management and operational services, ensuring the success and sustainability of community facilities. Our experienced team, innovative approach, and dedication to community engagement make us the ideal partner for your facility management needs.

Project Understanding

Since 1923 The Sunrise Theatre is a historic and cultural landmark of Fort Pierce, Florida, serving as a premier venue for live entertainment, performing arts, and community engagement. The theatre offers a diverse lineup of performances, including Broadway-style productions, live music, comedy shows, dance performances, and local artistic showcases.

Sunrise Theater plays a crucial role in Fort Pierce's cultural landscape, and potentially can become another economic engine for downtown redevelopment. This was a vision behind 2007 Theater acquisition as an alternative to grim possibility of another guttered theater in need of full rehab. Food and art are the corner stone of tourism traffic. As tourists at some point have a greatest chance of becoming residents, attracting both local and visiting audiences is an important step on the way of growing city, and molding it's regional cultural landscape. In addition to performance arts under our management Sunrise theatre will serves an important social service as a hub for youth education, community events, and corporate functions, reinforcing its status as an essential part of the city's artistic identity. To enhance the patron experience and financial sustainability. An efficiently managed and high-quality food and beverage program is essential to the operations of the theater. The concessionaire's role is not only to provide exceptional dining options but also to contribute to the theatre's long-term success by aligning with its artistic vision and community-driven initiatives. HZIP LLC will assume a comprehensive and innovative approach to managing the concession operations at Sunrise Theatre, ensuring an exceptional food and beverage options that complements the venue's high-quality performances and community activities. We expect that our key focus of operations will be on the following elements:

1. Food & Beverage Service

- ✓ Operating a high-quality concession program featuring artisanal snacks, signature cocktails, and premium beverage options.
- ✓ Managing the Black Box Café on a permanent basis, offering lunch, and dinner, along with pre-show dining and catering for theatre patrons.
- ✓ Expanding food and beverage offerings for special events, VIP experiences, and live performances.
- ✓ Integrating food and beverage into ticketing pricing, and even cultural programs, and performances minimal spending.

2. Seamless Concession Operations

- ✓ Implementing a streamlined service model to optimize efficiency, reduce wait times, and enhance the patron experience.
- ✓ A state-of-the-art POS system for smooth transactions and customer engagement.

- ✓ Introduction of Self Check out kiosks.
- ✓ Ensuring all operations comply with local health codes, safety regulations, and licensing requirements.
- ✓ Adding new services, and clients' accommodations both will generate new revenue but also will more greatly cater to the needs of public.

3. Revenue Growth & Sustainability

- ✓ Implementing innovative sales strategies, including sponsorship-driven promotions, VIP beverage experiences, and interactive concession offerings.
- ✓ Developing a flexible revenue-sharing model that ensures financial success for both the concessionaire and the theatre.
- ✓ Exploring partnerships with local businesses to enhance the concession offerings while supporting local businesses.
- ✓ Adding theater gift shop, photobooth, and full-scale black box operations.
- ✓ Adding own show production, and youth theater programming.

4. Supporting Theatre & Community Engagement

- ✓ Engaging with the community by partnering with local artists, schools, and cultural organizations for theater driven events.
- ✓ Contributing to the theatre's broader goal of becoming a leading cultural and educational institution within the community.

5. Operational Excellence & Customer Satisfaction

- ✓ Maintaining high service and an elevated and enjoyable experience for all guests.
- ✓ Training and managing a professional, customer-oriented concession staff.
- ✓ Implementing guest feedback mechanisms to continuously improve services and menu offerings.
- ✓ Becoming financially self-sustainable, while producing maximized revenue for the city of Fort Pierce through revenue share program.
- ✓ Implement cost cutting and savings program whenever possible for the City of Fort Pierce in order to maximize efficiency while minimizing expenditures.

6. Strategic Goals & Long-Term Impact

- ✓ Expanding community access to arts & culture through affordable ticket pricing and outreach programs.
- ✓ Positioning the theatre as a regional entertainment hub with year-round programming.
- ✓ Partnering with local businesses, artists, and schools to enhance economic and cultural development.
- ✓ Utilizing technology and digital marketing strategies to increase audience engagement and ticket sales.
- ✓ Ensuring operational efficiency through facility maintenance, security management, and financial planning.
- ✓ Expanding educational programming within the theater, making it an approachable community hub for art, music, dance, theater, media, food and cultural center of our next generation.

In conclusion HZIP LLC is prepared to transform the Sunrise Theatre into a cultural, educational, and economic powerhouse that enriches Fort Pierce and the greater South Florida region. Through strategic programming, strong community engagement, and innovative financial strategies, we will ensure the theatre remains a world-class performing arts venue for years to come.



Security Plan for the Management and Operation of the Fort Pierce Sunrise Theatre

HZIP LLC is committed to ensuring the safety and security of all patrons, performers, and staff at the Fort Pierce Sunrise Theatre. Our approach includes contracting law enforcement and private security personnel as required by the RFP, implementing comprehensive security protocols, and integrating industry best practices to maintain a secure environment for all events. The security levels will be adjusted based on event type, audience size, and risk factors. For a 1,200-person venue, HZIP LLC will deploy trained security personnel following these guidelines:

Standard Events (Theatrical Performances, Concerts, Comedy Shows, etc.)

- 1 security officer per 300-350 guests → 4 security personnel minimum
- 1 security supervisor overseeing the team
- 1-2 front-of-house personnel for entry screening (bag checks, ticket verification)

High-Risk or Large Events (Celebrity Performances, Political Events, Alcohol-Served Events)

- 1 security officer per 150-200 guests → 8 security personnel minimum
- 2-3 armed off-duty law enforcement officers (if required by City regulations)
- Additional bag checkers, metal detectors, and perimeter patrols

Emergency & Crisis Situations (Evacuation, Medical, Active Threat Response)

- Trained security teams on-site
- Coordination with local law enforcement and EMS for rapid response
- Clearly defined exit routes and emergency drills for staff

Entry & Exit Management

- Controlled access points with security personnel stationed at entrances/exits.
- Bag checks and ticket verification at all public entry points.
- Crowd control measures to prevent bottlenecks and maintain orderly movement.

Patron & Performer Protection

- Backstage security to restrict access to authorized personnel only.
- Dedicated VIP and high-profile guest protection when necessary.

- Monitoring of high-traffic areas (restrooms, bars, seating sections).

Emergency Preparedness & Crisis Response

- Coordination with Fort Pierce PD, Fire Department, and EMS for emergency planning.
- Regular security drills and training sessions for all theatre staff.
- Implementation of an emergency evacuation plan with clear exit signage and staff training.

Advanced Security Technology

- Two-way radio communication system for security staff and management.
- Metal detectors and bag scanners for high-risk events if necessary.

Compliance & Coordination with Law Enforcement

- Hiring and training licensed security personnel from reputable private security firms.
- Contracting off-duty law enforcement officers for high-profile and high-risk events.
- Coordinating with City of Fort Pierce emergency services for event-specific security needs.
- Ensuring all security staff are trained in crowd management, conflict resolution, and emergency response.

To Hzip LLC Security is one of the top priorities in management of the Sunrise Theatre. By implementing strategic security staffing, advanced surveillance technology, emergency preparedness, and law enforcement coordination, we will create a safe, welcoming, and well-managed venue for all patrons, performers, and staff. Our approach meets and exceeds industry standards to ensure that the Sunrise Theatre remains a secure and thriving entertainment destination.

Scope of Services

HZIP LLC will deliver comprehensive management and operational services for the Fort Pierce Sunrise Theatre, ensuring seamless venue operations, high-quality guest experiences, and financial sustainability. Our approach integrates facility maintenance, event programming, customer engagement, marketing, security, and concession services, making the Sunrise Theatre a premier cultural destination. HZIP LLC will ensure the highest standards of facility upkeep, preserving the theatre's historical integrity, functionality, and guest comfort.

Maintenance

- ✓ Regular cleaning and sanitation of all public areas, backstage, dressing rooms, seating areas, restrooms, and concession stands.
 - ✓ Scheduled preventative maintenance of theatre infrastructure, lighting, sound systems, HVAC, and seating.
 - ✓ Immediate response to maintenance requests, emergency repairs, and equipment malfunctions to avoid disruptions.
 - ✓ Compliance with ADA and safety regulations, ensuring accessibility for all patrons.
-

Programming and Event Management

- ✓ Booking Broadway-style performances, concerts, comedy shows, and cultural showcases.
 - ✓ Developing exclusive in-house productions, including adaptations like *The Orange Orchard*.
 - ✓ Launching an annual Youth Production Initiative, engaging 100+ students in a full-scale theatrical production.
 - ✓ Hosting local talent showcases, film screenings, and interactive arts experiences.
 - ✓ Aligning programming with the South Florida Infinite River Gala (SO-FLO-W) to expand the theatre's regional impact.
-

Ticketing and Customer Relations

- ✓ Managing online and in-person ticket sales, subscriptions, and VIP memberships.
 - ✓ Providing dynamic pricing strategies for general admission, group sales, and season packages.
 - ✓ Offering mobile and digital ticketing solutions to streamline entry and minimize wait times.
 - ✓ Implementing a customer engagement strategy through loyalty programs, discounts, and community initiatives.
-

Marketing and Sponsorship Plans

- ✓ Targeted digital and traditional marketing campaigns promoting shows, events, and educational programs.
 - ✓ Strategic social media engagement to build a loyal community and expand outreach.
 - ✓ Partnerships with corporate sponsors, local businesses, and cultural organizations to fund special programs and productions.
 - ✓ Community engagement initiatives, including behind-the-scenes content, artist interviews, and theatre-related storytelling.
 - ✓ Promotional events and exclusive experiences to attract new audiences and retain loyal patrons.
-

Food and Beverage Concessions

- ✓ Managing Black Box Café on a permanent basis, offering breakfast, lunch, and dinner alongside live entertainment.
 - ✓ Expanding pre-show and VIP dining experiences, tailoring menus to comedy nights, concerts, and themed performances.
 - ✓ Implementing eco-friendly and locally sourced concession offerings.
 - ✓ Providing catering services for private events, fundraisers, and corporate functions.
-

Financial and Administrative Operations

- ✓ Budget development and revenue forecasting to ensure financial sustainability.
 - ✓ Implementing a flexible revenue-sharing model, maximizing profitability for both HZIP LLC and the City of Fort Pierce.
 - ✓ Managing grant applications and fundraising initiatives to support community programs and theatre improvements.
 - ✓ Maintaining transparent financial reporting and compliance with city, state, and federal regulations.
 - ✓ Overseeing human resources, staff training, and operational administration to ensure excellence in service delivery.
-

In conclusion through expert facility management, curated programming, guest-focused services, and strategic financial operations, HZIP LLC will transform the Sunrise Theatre into a thriving cultural hub, ensuring its artistic, economic, and community-driven success for years to come.

Operational Plan for Sunrise Theatre

HZIP LLC has developed a financially sustainable model for managing and operating the Sunrise Theatre, ensuring consistent revenue growth and operational efficiency while minimizing risks to the City of Fort Pierce.

Projected Budget Breakdown

Year	Projected Gross Revenue	Adjusted Operating Expenses	HZIP Performance Bonus	City Revenue Share (F&B+ Gift Shop 15%)	Updated Net Revenue
Year 1	\$3,500,000	\$3,100,000	N/A	\$157,500	\$242,500
Year 2	\$4,500,000	\$3,500,000	N/A	\$202,500	\$797,500
Year 3	\$6,000,000	\$4,200,000	\$600,000 (10%)	\$270,000	\$930,000
Year 4	\$8,000,000	\$5,300,000	\$1,200,000 (15%)	\$360,000	\$1,140,000
Year 5	\$9,000,000	\$6,000,000	\$1,350,000 (15%)	\$405,000	\$1,245,000

Revenue Sources

- ✓ Ticket sales & subscriptions (60%)
- ✓ Concessions & dining services (20%)
- ✓ Sponsorships, grants & private event rentals (15%)
- ✓ Merchandising & educational programs (5%)

Operational Focus

- **Year 1-2:** Building audience engagement, refining marketing strategy, optimizing operational costs.
- **Year 3-5:** Expanding programming, increasing sponsorships, and reaching full-scale operations.

30/90/120-Day Transition Plan

Phase 1: 30-Day Transition Period

- ✓ Meet with City officials and stakeholders to align expectations.
- ✓ Conduct a full facility assessment for maintenance needs.
- ✓ Secure all necessary licenses, permits, and insurance coverage.
- ✓ Develop a hiring/firing plan and begin recruitment for key positions.
- ✓ Launch initial marketing Rebranding campaigns.

Phase 2: 60 Days Transition Period

- ✓ Identify opportunities for cost optimization and efficiency improvements.
- ✓ Streamline operational expenses to enhance financial sustainability.
- ✓ Evaluate budget allocations to maximize resource utilization and reduce unnecessary expenditures.
- ✓ Implement targeted cost-saving measures while maintaining high-quality service delivery.
- ✓ Enhance financial efficiency through strategic expense management and operational refinements.
- ✓ Optimize budgetary allocations to ensure long-term financial stability and operational effectiveness.

Phase 3: 90-Day Transition Period

- ✓ Implement staff training programs for customer service, safety, and ticketing.
- ✓ Begin facility upgrades, and refinishing based on initial assessment.
- ✓ Establish partnerships with sponsors and corporate donors.
- ✓ Introduce new food & beverage services and optimize concessions.
- ✓ Execute first major events, including live performances and community nights.

Phase 4: 120-Day Full Activation

- ✓ Finalize long-term artist and performance contracts.
- ✓ Implement advanced marketing strategies, including local influencer partnerships.
- ✓ Launch subscription and membership programs for frequent patrons.
- ✓ Conduct an operational review to ensure smooth ongoing operations.
- ✓ Begin New format Cafe operations.
- ✓ Finish reorganization process, produce a summary report with outlined plan for the year, and current achievements of improvements and savings.
- ✓ Begin programming classes.

Organizational Chart

General Manager

|

├── ***Programming Director***

- | |— Event Staff
- | |— *Programs Coordinator*
- |— Marketing & Sponsorship Coordinator
- | |— Social Media Manager
- |
- |
- |— Box Office & Customer Relations Manager
- | |— Ticketing Staff
- |
- |— Technical Director
- | |— Lighting & Sound Technicians
- |
- |— Food & Beverage Manager
- | |— Concessions Staff
- |
- |— Security & Compliance Officer
- | |— Security Personnel
- |
- |— Maintenance & Janitorial Staff

Key Staffing Positions

Position	Responsibilities	Number of Staff
General Manager	Oversee all operations, financial management, and	1

Position	Responsibilities	Number of Staff
	event coordination	
Programming Director	Curate and book performances, manage artist relations	1
Programs Coordinator	Curates all afterschool programming, camps, dance, art, vocal, stage direction classes.	1
Marketing Coordinator	Oversee advertising, social media, sponsorship outreach, and digital promotions	1
Box Office & Customer Relations Manager	Oversee ticketing operations and customer service	1
Technical Director	Manage stage, lighting, and sound equipment	1
Food & Beverage Manager	Oversee concessions, catering, and bar services	1
Security & Compliance Officer	Coordinate security personnel and safety protocols	1
Maintenance & Janitorial Staff	Ensure cleanliness, minor repairs, and facility upkeep	1
Event Staff (Seasonal/Part-Time)	Ushers, bartenders, stage crew	8-10 (as needed)

Facility Maintenance & Upgrades

- ✓ Conduct quarterly inspections to ensure proper maintenance of the venue.
- ✓ Implement a preventative maintenance program to minimize long-term repair costs.
- ✓ HZIP LLC will cover all minor repairs under \$5,000 per month to ensure uninterrupted operations.
- ✓ Conduct monthly pest control to maintain hygiene and safety standards.
- ✓ Upgrade to energy-efficient LED lighting and HVAC optimization systems to reduce utility costs.
- ✓ Implement water-saving fixtures in restrooms and kitchen areas to lower operational expenses.

- ✓ Utilize remote facility monitoring systems for security, lighting, and energy efficiency.
- ✓ Develop detailed load-in/load-out logistical plans to reduce setup time and labor costs.

Inventory & Supply Chain Management

- ✓ Establish partnerships with local vendors and suppliers for food, beverage, and merchandise.
 - ✓ Optimize inventory levels using data analytics to reduce waste and maximize profitability.
 - ✓ Introduce a digital POS system and self-checkout kiosks to streamline transactions.
 - ✓ Add a gift shop to generate additional revenue and promote branded merchandise.
 - ✓ Implement a dynamic pricing strategy for concessions and merchandise during peak hours.
 - ✓ Leverage bulk purchasing agreements for concessions and theater supplies to reduce costs.
 - ✓ Expand storage optimization for stage equipment, costumes, and merchandise.
-

Enhancing Operational Efficiency

To increase profitability and reduce operational costs, HZIP LLC will implement the following efficiency measures:

1. Comprehensive Scheduling & Communication – Implement integrated scheduling systems for real-time updates across departments to ensure seamless operations.
2. Preventive Maintenance & Safety – Strict adherence to routine maintenance schedules to minimize unexpected repairs and extend equipment lifespan.
3. Energy Efficiency Measures – Upgrade to LED lighting, install HVAC optimization systems, and introduce smart energy monitoring for maximum savings.
4. Data-Driven Audience Engagement – Use analytics and targeted marketing to maximize ticket sales and increase audience retention.
5. Sustainable Practices – Implement waste reduction, recycling programs, and eco-conscious materials across all operations.
6. Smart Staffing & Scheduling – Optimize staff allocation based on event demand, reducing unnecessary labor costs while maintaining service quality.
7. Applying Coast cutting measures to balance the budget.

In conclusion HZIP LLC's Operational Plan ensures a smooth transition, structured staffing, and sustainable management of the Sunrise Theatre by implementing following :

- ✓ World-class facility upgrades
- ✓ Strategic hiring and staff development
- ✓ Financially sound revenue models
- ✓ Self-produced events to increase revenue

✓ Best industry practices to optimize operations

We will transform Sunrise Theatre into a premier entertainment and cultural hub in Fort Pierce while ensuring financial sustainability and long-term success.

Marketing Strategy

A multi-platform marketing approach will be implemented to maximize audience engagement, ticket sales, and community outreach.

Digital Marketing & Social Media Engagement

✓ Website Optimization & SEO Strategy

- Maintain a fully responsive, mobile-friendly website with easy ticket purchasing.
- Implement SEO strategies to improve visibility in local and regional searches.
- Utilize Google Ads, Facebook Ads, and retargeting campaigns to drive ticket sales.

✓ Social Media Presence & Content Creation

- Open and manage accounts on Facebook, Instagram, Twitter, TikTok, YouTube, and LinkedIn.
- Create an exclusive social media promotions and content.
- "Day in the Life of a Performer" Video Series: Create mini documentaries featuring actors, musicians, and production staff.
- Behind-the-scenes footage, live Q&A sessions, and countdown teasers for upcoming events.
- Produce original content filmed at Sunrise Theatre, promoting Fort Pierce and its residents.
- Leverage influencer partnerships with local artists and performers.
- Have open two-way communication with patron for instant feedback.

✓ Email & Loyalty Programs

- Develop an email newsletter with event updates, presale tickets, and exclusive offers.
- Create a loyalty rewards program for frequent patrons.

✓ Podcast & Online Radio Programming

- Launch a Fort Pierce theatre podcast featuring interviews with artists, behind-the-scenes insights, and local arts discussions.

Print & Grassroots Marketing

✓ Print Advertising & Direct Mail Campaigns

- Utilize local newspapers, tourism magazines, and playbills for event promotions.
- Design and distribute flyers, posters, and brochures across Fort Pierce and surrounding areas, to promote our events.
- Partner with local businesses and hotels to feature exclusive promotional materials.

✓ Community-Based Marketing & Outreach

- Mobile Box Office Pop-Ups at farmers' markets, festivals, and city events for direct engagement.
 - Cross-promote with other HZIP LLC venues to expand audience reach.
-

✓ Local Business Sponsorship Packages

- Partner with banks, law firms, healthcare providers, and major employers for sponsorships.
- Offer tiered sponsorship options, including events, banners, and premium pre shows advertising spots.
- Employee tickets and programs discounts.

✓ Government & Nonprofit Grants

- Apply for National Endowment for the Arts (NEA) grants and Florida Division of Cultural Affairs funding.
- Secure arts education and youth engagement grants for theatre programming.

✓ Community-Focused Philanthropy & Foundations

- Work with cultural institutions and charitable foundations to fund youth and underserved audience access programs.
-

Community Engagement Initiatives

✓ Annual Theatre Festival & Competitions

- Partner with local schools and universities, art schools and dance program to provide opportunities for students to showcase their talents.
- Organize city-wide music and dance competitions, with winners performing at the Sunrise Theatre.

✓ Educational Workshops & Internship Programs

- Create a digital media program as part of the theatre's educational curriculum.
- Offer theatre production, and media workshops in collaboration with local schools.
- Establish an internship program for college students to gain hands-on experience.
- Organize Summer Camps that would include access to the summertime concerts, shows, Q&A, lectures, and creative, educational programming.

✓ Discounted & Free Ticket Programs

- Offer family and senior discounts, student and municipal employee discounts.
- Provide free or subsidized tickets for low-income families and veterans through sponsorships and grants.

Cultural Events & Public Engagement

✓ SO-Flow (South Florida Infinite River Gala)

- Sunrise Theatre will serve as a performance venue for SO-Flow, creating a unique performance arts experience blending dance, music, light, and language.
- This immersive event will highlight cultural diversity and showcase artistic innovation in Fort Pierce.
- The gala will incorporate local talent, digital projections, and multi-sensory elements to create a one-of-a-kind performance.

✓ Local Content Production & Promotion

- Produce original theatre-related content featuring Fort Pierce artists, businesses, and community stories.
- Promote local events through collaborative marketing with city officials and tourism boards.

✓ Café & Entertainment

- Transform the Black Box into a full-time food & beverage establishment, serving lunch and dinner.

Monday-Thursday: Karaoke, poetry readings, stand-up comedy, and spoken word performances.
Weekends: Live music performances, improv nights, Bingo.

Implementation Timeline

Phase	Key Initiatives	Timeline
Phase 1: Pre-Launch (First 3 Months)	Launch website & social media, start sponsorship outreach, establish partnerships.	Months 1-3
Phase 2: Audience Development	Initiate loyalty program, create original content, launch digital ad campaigns.	Months 3-6
Phase 3: Community Integration	Organize public events, start theatre festival planning, expand sponsorships.	Months 6-9
Phase 4: Full Activation	Implement ticket discounts, establish internship programs, roll out full-scale marketing.	Months 9-12

Expected Outcomes & Goals

- Increase theatre attendance by 30+% in the first two years through digital & grassroots marketing.
 - Grow Sunrise Theatre's digital presence, with 5,000+ followers across platforms within the first two year.
 - Generate \$400K+ in sponsorship revenue within the first two years.
 - Engage over 100+ local students annually through education programs and camp.
 - Establish Fort Pierce as a regional cultural hub, making the Sunrise Theatre a must-visit arts destination.
-

IN conclusion HZIP LLC is committed to expanding the visibility and impact of the Sunrise Theatre through an innovative and strategic marketing approach. By combining digital engagement, sponsorship outreach, and community-driven initiatives, we will ensure that the theatre thrives as a premier entertainment venue and cultural powerhouse in Fort Pierce.

Fort Pierce Legal and Regulatory Compliance for Sunrise Theatre

HZIP LLC is fully committed to complying with all local, state, and federal regulations required to operate Sunrise Theatre in Fort Pierce, FL. Ensuring regulatory compliance, safety, and operational excellence is fundamental to delivering a world-class entertainment experience while preserving the historical and cultural significance of the theatre. HZIP LLC will secure and maintain all necessary licenses, certifications, and permits to uphold the highest standards of safety, legal compliance, and operational integrity.

State of Florida Regulations

- ✓ Obtain and maintain all required business and entertainment venue licenses from the State of Florida to legally operate the theatre.
 - ✓ Secure a Florida Sales Tax Permit for proper tax collection and reporting in compliance with the Florida Department of Revenue.
 - ✓ Comply with Florida Department of Business & Professional Regulation (DBPR) codes for public entertainment venues.
 - ✓ Maintain audience safety protocols, including maximum occupancy limits, ADA accessibility, and emergency exit compliance.
 - ✓ Implement contractor licensing requirements for any structural or operational modifications to the facility.
 - ✓ Obtain and comply with all necessary alcohol service permits from the Florida Division of Alcoholic Beverages and Tobacco.
 - ✓ Adhere to age verification laws and implement responsible alcohol service training for all staff.
-

City of Fort Pierce & St. Lucie County Requirements

- ✓ Adhere to all municipal zoning, noise ordinance, and land use regulations governing theatre operations.
- ✓ Comply with St. Lucie County's health and safety regulations for public entertainment venues.

Fire Safety & Emergency Preparedness

- ✓ Work with the Fort Pierce Fire Department to ensure:
 - Compliance with fire codes, including emergency exits, fire extinguishers, and suppression systems.
 - Annual inspections of stage rigging, ventilation, and fire suppression systems.
 - Employee training on fire safety, evacuation protocols, and emergency response procedures.
-

Federal Regulations & OSHA Compliance

- ✓ Ensure compliance with the Americans with Disabilities Act (ADA) for audience accessibility.
 - ✓ Implement sanitation and safety protocols in accordance with the FDA's entertainment venue guidelines.
 - ✓ Implement workplace safety measures to protect employees from hazards related to stage operations, rigging, and event logistics.
 - ✓ Conduct OSHA-compliant staff training programs covering:
 - Slip, trip, and fall prevention.
 - Safe operation of lighting, sound, and stage equipment.
 - Proper handling of cleaning chemicals and hazardous materials.
-

Health, Sanitation, and Environmental Safety Measures

Theatre Cleanliness & Hygiene Standards

- ✓ Require all food service and concessions staff to obtain ServSafe or equivalent food handler certifications.
- ✓ Implement strict sanitation protocols for all theatre areas, including:
 - Daily deep cleaning of seating areas, lobbies, and backstage spaces.
 - Hand sanitizing stations for staff and patrons.
 - Strict hygiene policies for concessions and bar staff.

Waste Management & Sustainability Initiatives

- ✓ Implement a zero-waste initiative by integrating:
 - Recycling programs for paper, glass, and aluminum.
 - Partnerships with local businesses to repurpose excess materials.
 - Use of biodegradable and eco-friendly packaging for concessions.
 - ✓ Introduce energy-efficient practices, including:
 - LED stage lighting to reduce electricity consumption.
 - Smart temperature control systems for cost-effective HVAC management.
 - Motion-activated lighting in low-traffic areas.
-

Employee Training & Certification Requirements

Staff Training & Compliance Programs

- ✓ Require all employees to complete:
 - Florida-mandated alcohol service and food safety training.
 - Customer service excellence workshops to maintain high hospitality standards.
 - Emergency response and first aid training to ensure staff readiness for potential incidents.
 - ✓ Conduct quarterly refresher courses on:
 - Health & sanitation updates.
 - Fire safety & emergency preparedness.
 - Theatre security protocols & active threat response.
-

Insurance & Liability Coverage

HZIP LLC will maintain comprehensive insurance coverage to protect the business, employees, and patrons, including:

- ✓ General Liability Insurance – Covers patron injuries, property damage, and other liabilities.
- ✓ Workers' Compensation Insurance – Provides protection for employees in the event of workplace accidents.
- ✓ Liquor Liability Insurance – Covers alcohol-related incidents or claims.
- ✓ Property & Equipment Insurance – Covers sound systems, lighting, furniture, and theatre infrastructure.

Historic Preservation & Cultural Compliance

Since Sunrise Theatre is a historic landmark, all renovations, signage, and operational changes will:

- ✓ Comply with state and municipal historic preservation laws.
 - ✓ Obtain approval from the City of Fort Pierce and historical preservation authorities before making structural or aesthetic modifications.
 - ✓ Ensure that all changes maintain the theatre's historical integrity while modernizing operations for a world-class entertainment experience.
-

Commitment to Continuous Compliance & Legal Updates

- ✓ Conduct regular compliance audits to ensure adherence to:
 - State health and safety codes.
 - Federal workplace safety regulations.
 - ✓ Collaborate with regulatory authorities to stay updated on policy changes and new industry standards.
 - ✓ Provide annual staff compliance training and policy updates to ensure the theatre remains in full legal and ethical standing.
-

HZIP LLC is dedicated to operating Sunrise Theatre with the highest level of legal and regulatory compliance. By adhering to all local, state, and federal laws, we will:

- ✓ Ensure safety, sanitation, and environmental responsibility.
- ✓ Maintain a secure, legally compliant workplace for employees.
- ✓ Preserve the historic and cultural integrity of the theatre.
- ✓ Deliver an exceptional entertainment experience for Fort Pierce.

By staying proactive in compliance, training, and sustainability, Sunrise Theatre will set the standard for legally compliant, financially responsible, and culturally significant entertainment.



Financial Proposal

HZIP LLC proposes a sustainable and mutually beneficial financial structure that ensures a steady revenue stream for the City of Fort Pierce while allowing for long-term growth and financial sustainability. Our model is designed to outperform industry standards by providing guaranteed revenue and reinvesting directly into the Sunrise Theatre's success.

Key Financial Terms

1. \$120,000 Annual Management Fee

- HZIP LLC will receive a flat management fee of \$120,000 per year to oversee the full operation of the Sunrise Theatre.
- This ensures high-quality professional management while maintaining financial sustainability.

2. Ticket Sales Performance-Based Compensation for HZIP LLC

- HZIP LLC will receive 10% of total gross ticket sales revenue between \$6 million and \$8 million per year.
- HZIP LLC will receive 15% of total gross ticket sales revenue between \$8 million and \$11 million per year.
- HZIP LLC will receive 18% of total gross theater ticket sales revenue above \$12 million per years.

This performance-based structure incentivizes strong financial growth and operational efficiency, while maximizing use of the theater, and there for accelerating communal cultural foundation while ensuring that HZIP LLC is fully invested in the success of the Sunrise Theatre.

3. 15% Gross Revenue from Food, Beverage, and Gift Shop Sales to the City of Fort Pierce.

- The city will receive 15% of gross revenue from all food, beverage, and gift shop sales.
- This ensures additional revenue for the city while allowing HZIP LLC to enhance concession operations and merchandise offerings.

4. Minor Repairs & General Liability Insurance

- HZIP LLC will take full responsibility for any minor repairs and maintenance costing under \$4,000 per month.
- This reduces the financial burden on the City while keeping the venue in optimal condition.



Revenue Projections

Based on comparable venues in Florida, the following projections outline estimated revenue growth over the first five years:

Year	Projected Gross Revenue	HZIP LLC Performance-Based Compensation	**Food Revenue **	**Gift Shop Revenue **	15% F&B & Gift Shop Share to City
Year 1	\$3,500,000	N/A	\$875,000	\$175,000	\$157,500
Year 2	\$4,500,000	N/A	\$1,000,000	\$200,000	\$202,500
Year 3	\$6,000,000	\$600,000 (10%)	\$1,500,000	\$300,000	\$270,000
Year 4	\$8,000,000	\$1,200,000 (15%)	\$2,000,000	\$400,000	\$360,000
Year 5	\$9,000,000	\$1,350,000 (15%)	\$2,250,000	\$450,000	\$405,000

- **Revenue sources include:**

- Ticket sales & subscriptions (approx. 60% of total revenue).
- Concessions & dining services, (approx. 20%).
- Sponsorships, grants & private event rentals (15%).
- Merchandising & educational programs (5%).

- **Projected annual revenue growth:**

- Year 1-2: Establishing operations, building brand recognition, and audience engagement.
- Year 3-4: Expansion of programming, increased ticket sales, and higher revenue-sharing contributions.
- Year 5+: Full-scale operations reaching peak financial sustainability.

HZIP LLC presents a highly competitive financial offer that combines direct financial benefits to the City of Fort Pierce with long-term financial sustainability. Our model ensures profitable growth, efficient operations, and economic prosperity, and most importantly making the Sunrise Theatre a thriving entertainment and cultural destination for years to come, a cultural impact that will have enormous benefits for the community.



SO-FLO-W Gala: A Cultural Landmark in the Making

The SO-FLO-W Gala (South Florida Infinite Cultural River) is a multi-day flagship event celebrating art, music, and cultural diversity while driving economic growth and community engagement. Inspired by the flow of the Stranahan River, this event (as opposed to fest-ival) embodies the movement of creative freedom and spiritual connection, bringing together world-class performances, immersive art installations, and vibrant storytelling to position South Florida as a premier cultural destination that would allow reach cultural tapestry of local artist and musicians to share their vision, music and inspiration. Based on distinctively native musical genres such (Gossip, Soul, Jazz, Electronic and Island influences. SO-FLO-W will embed all the best South Florida's distinctive culture has to offer to the world.

Key Objectives: Why SO-FLO-W?

1. Driving Tourism During the Off-Season

- ✓ **Strategic Scheduling** – Positioned between July and September, a historically slower period for tourism, to bring increased foot traffic, hotel stays, and economic activity to the region.
- ✓ **Multi-Venue Impact** – Activating multiple locations to encourage extended visitor stays, benefiting local businesses, hotels, and restaurants.



2. 2 Year Growth Strategy for Long-Term Success

- ✓ **Year 1: Foundation & Partnerships** – Establish partnerships with local government, businesses, cultural institutions, and sponsors to build credibility and secure initial funding.
- ✓ **Year 2: Expansion & Community Buy-In** – Develop marketing collaborations, expand sponsorships, and introduce cross-promotional partnerships with local festivals and venues.
- ✓ **Year 3: SO-FLO-W as a Cultural Institution** – Position the gala as a financially sustainable, community-supported festival, akin to the Fort Lauderdale Film Festival, securing regional and national recognition.

3. Establishing SO-FLO-W as a Signature Cultural Event

- ✓ **Bringing together South Florida's artistic influences** into one singular experience.
- ✓ **Financially Sustainable & Community-Backed** – Supported by public-private partnerships, ticketed experiences, sponsorships, and grant funding, ensuring long-term viability.

The Experience

SO-FLO-W is not just an event—it's a multi-sensory cultural journey, featuring:

Multi-Genre Music Performances – From jazz and Latin beats to electronic and classical, featuring local and international artists.

Interactive Art & Digital Installations – Projection mapping, immersive storytelling, and collaborative art spaces.

Synchronized Drone & Light Shows – Stunning visual storytelling inspired by the flow of water and cultural unity.

Cultural Storytelling & Performances – Theatrical and spoken-word pieces reflecting the region's history and multicultural identity.

The River Market – A curated marketplace featuring artisan crafts, sustainable fashion, and local cuisine.

Execution Strategy

1. By Building a Strong Network – Engaging local institutions, universities, and arts organizations to develop programming and secure long-term partnerships.
 2. Cross-Promotion & Marketing Power – Partnering with regional festivals, tourism boards, and hospitality groups to maximize visibility.
 3. Funding & Sponsorship Strategy – A mix of public grants, private sponsorships, ticket sales, and local business investment ensures financial sustainability.
 4. Community Involvement – Volunteer programs, artist collaborations, and vendor participation to create shared ownership of the festival.
-

A Legacy in the Making

Our goal is to establish SO-FLO-W as South Florida's defining cultural event, like how the Fort Lauderdale Film Festival has become a premier cinematic showcase. By forging alliances, securing financial backing, and developing a long-term marketing presence, we will position SO-FLO-W as a must-attend annual event for both residents and tourists.

- ✓ Year 1 (Pilot Event & Partnerships) – Introduce SO-FLO-W with smaller events and strategic marketing.
- ✓ Year 2 (Growth & Expansion) – Increase visibility, deepen sponsor relationships, and broaden programming.
- ✓ Year 3 (Cultural Institution Status) – Cement SO-FLO-W as a culturally and financially sustainable event with national recognition.



□ Join the Flow: Shape the Future!

Summary of Commitment – Sunrise Theatre, Fort Pierce

HZIP LLC is honored to present a comprehensive vision for the transformation and management of the Sunrise Theatre in Fort Pierce, Florida. Our proposal reimagines the Sunrise Theatre as a premier entertainment and cultural hub, seamlessly blending high-class performances, innovative educational initiatives, and a thriving hospitality experience. Our mission is to preserve the theatre's historic legacy while expanding its role in community engagement, economic development, and creative expression. Through a dynamic programming model, diverse revenue streams, and a deep commitment to community-driven initiatives, HZIP LLC will ensure that Sunrise Theatre thrives as a financially sustainable and artistically vibrant destination.

✓ Transforming Sunrise Theatre into a Leading Cultural Destination

- Curating a high-class entertainment lineup, including Broadway-style productions, exclusive in-house shows, music concerts, and multicultural performances.
- Producing original works and hosting renowned touring productions to position the theatre as a regional and national arts venue.
- Partnering with SO-FLOW (South Florida Infinite River Gala) to bring immersive artistic experiences combining music, dance, light, and storytelling to Fort Pierce.
- Establishing a signature youth production program, where 100+ students annually participate in building a theatrical production from scratch.

✓ Enhancing Community Access & Educational Programs

- Converting underutilized spaces into educational classrooms, rehearsal areas, and multimedia production studios.
- Implementing a comprehensive after-school and summer program, offering classes in:
 - Acting, directing, stagecraft, sound and lighting, social media and TV production, ballet, and vocal performance.
 - Internship and mentorship opportunities through the Resident Artists Program in partnership with local schools and universities.
 - Hosting an Annual Theatre Festival & Competitions, engaging students, local artists, and community talent.

✓ Expanding Hospitality & Guest Experience

- Elevating the theatre's food & beverage program with a full-service café and lounge, pre-show dining options, and craft cocktail experiences.
- Operating the Black Box Café as a permanent restaurant, offering lunch, and dinner while doubling as a performance space for live music, poetry readings, and comedy nights.
- Introducing a VIP lounge experience for premium ticket holders, sponsors, and corporate partners.

✓ Driving Economic Growth & Financial Sustainability

- Implementing an innovative revenue model, ensuring financial success while maximizing community reinvestment:
 - Revenue-sharing model with the City of Fort Pierce, generating direct financial benefits for local development.
 - Sponsorships & grants to expand programming and reduce financial barriers for underprivileged audiences.
 - Establishing a gift shop featuring theatre merchandise, memorabilia, and local artisan goods.
- Repurposing unused spaces into creative workspaces, generating additional revenue and supporting local artists.

✓ Strengthening Fort Pierce's Cultural Identity

- Enhancing digital media presence by creating original theatre content, podcasts, and behind-the-scenes vlogs to connect with new audiences.
- Hosting mobile box office activations at farmers' markets, festivals, and local events to engage the community.
- Providing student, senior, and municipal employee discounts, along with veteran outreach programs to make theatre experiences more accessible.

✓ Ensuring Operational Excellence & Safety

- Maintaining top-tier facility operations, including:
 - Regular inspections and preventative maintenance to minimize operational costs.
 - Security personnel and emergency preparedness plans for large-scale events.
 - Technology-driven efficiency, including digital ticketing, POS self-checkout kiosks, and data-driven marketing strategies.

Financial Commitment & Revenue Growth

To ensure long-term financial success and maximize City revenue, HZIP LLC's proposal includes:

- \$120,000 annual management fee to oversee full operations of the theatre.
- Performance-based revenue model ensuring HZIP LLC's financial incentives align with theatre success.
- City revenue share from food, beverage, and merchandise sales, generating steady municipal income.
- Investment in self-produced productions, increasing in-house revenue potential.

HZIP LLC is committed to making Sunrise Theatre more than just a venue—it will be a beacon of creativity, community, and economic vitality in Fort Pierce. By leveraging cutting-edge arts programming, hospitality innovations, and community-driven initiatives, we will position Sunrise Theatre as the heart of South Florida's performing arts scene. With our proven track record in entertainment, venue management, and cultural programming, we stand fully prepared to elevate Sunrise Theatre into a premier entertainment powerhouse known beyond Fort Pierce.

Request for Taxpayer Identification Number and Certification

Go to www.irs.gov/FormW9 for instructions and the latest information.

**Give form to the
 requester. Do not
 send to the IRS.**

Before you begin. For guidance related to the purpose of Form W-9, see *Purpose of Form*, below.

Print or type. See <i>Specific Instructions</i> on page 3.	1	Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.) HZIP LLC	
	2	Business name/disregarded entity name, if different from above.	
	3a	Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C corporation <input type="checkbox"/> S corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input checked="" type="checkbox"/> LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) C Note: Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any) _____ <i>(Applies to accounts maintained outside the United States.)</i>
	3b	If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions <input type="checkbox"/>	
	5	Address (number, street, and apt. or suite no.). See instructions. 222 SE 2ND TER	Requester's name and address (optional)
	6	City, state, and ZIP code DANIA BEACH FL 33004	
	7	List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Social security number									
or									
Employer identification number									
9	3	-	3	2	2	4	5	4	6

Note: If the account is in more than one name, see the instructions for line 1. See also *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and, generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person 	Date 01/20/2025
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

What's New

Line 3a has been modified to clarify how a disregarded entity completes this line. An LLC that is a disregarded entity should check the appropriate box for the tax classification of its owner. Otherwise, it should check the "LLC" box and enter its appropriate tax classification.

New line 3b has been added to this form. A flow-through entity is required to complete this line to indicate that it has direct or indirect foreign partners, owners, or beneficiaries when it provides the Form W-9 to another flow-through entity in which it has an ownership interest. This change is intended to provide a flow-through entity with information regarding the status of its indirect foreign partners, owners, or beneficiaries, so that it can satisfy any applicable reporting requirements. For example, a partnership that has any indirect foreign partners may be required to complete Schedules K-2 and K-3. See the Partnership Instructions for Schedules K-2 and K-3 (Form 1065).

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS is giving you this form because they



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/16/2024

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).

PRODUCER Next First Insurance Agency, Inc. PO Box 60787 Palo Alto, CA 94306	CONTACT NAME: PHONE (A/C. No. Ext): (855) 222-5919		FAX (A/C. No.):	
	E-MAIL ADDRESS: support@nextinsurance.com			
INSURER(S) AFFORDING COVERAGE			NAIC #	
INSURER A: State National Insurance Company, Inc.			12831	
INSURED HZIP LLC 300 N Beach Rd Dania Beach, FL 33004	INSURER B: The Pie Insurance Company			21857
	INSURER C: GEICO Marine Insurance Company			37923
	INSURER D:			
	INSURER E:			
	INSURER F:			

COVERAGES

CERTIFICATE NUMBER: 331876599

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	X		NXTLJTCP3J-00-GL	11/15/2024	11/15/2025	EACH OCCURRENCE \$1,000,000.00 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000.00 MED EXP (Any one person) \$5,000.00 PERSONAL & ADV INJURY \$1,000,000.00 GENERAL AGGREGATE \$2,000,000.00 PRODUCTS - COMP/OP AGG \$2,000,000.00 \$
C	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			9300071559-6	11/15/2024	11/15/2025	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	X		NXTLJTCP3J-00-GL	11/01/2024	11/01/2025	EACH OCCURRENCE \$2,000,000.00 AGGREGATE \$2,000,000.00 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC PI 1645045-000	11/01/2024	11/01/2025	PER STATUTE OTH-ER E.L. EACH ACCIDENT \$100,000 E.L. DISEASE - EA EMPLOYEE \$500,000 E.L. DISEASE - POLICY LIMIT \$100,000

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

The Certificate Holder is Mecklenburg County. This Certificate Holder is an Additional Insured on the General Liability policy and Umbrella/Excess Liability policy with respect to ongoing operations. All Certificate Holder privileges apply only if required by written agreement between the Certificate Holder and the insured, and are subject to policy terms and conditions.

CERTIFICATE HOLDER

Mecklenburg County
 700 East 4 th Street, 4 th Floor
 Charlotte, North Carolina 28202

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

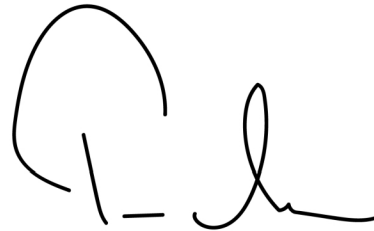
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State of Florida

Woman Business Certification

HZIP LLC

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:
12/13/2023 to 12/13/2025



J. Todd Inman
Florida Department of Management Services





Company ID Number: 2344344

THE E-VERIFY MEMORANDUM OF UNDERSTANDING FOR EMPLOYERS

ARTICLE I PURPOSE AND AUTHORITY

The parties to this agreement are the Department of Homeland Security (DHS) and HZIP LLC (Employer). The purpose of this agreement is to set forth terms and conditions which the Employer will follow while participating in E-Verify.

E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of Form I-9, Employment Eligibility Verification (Form I-9). This Memorandum of Understanding (MOU) explains certain features of the E-Verify program and describes specific responsibilities of the Employer, the Social Security Administration (SSA), and DHS.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). The Federal Acquisition Regulation (FAR) Subpart 22.18, "Employment Eligibility Verification" and Executive Order 12989, as amended, provide authority for Federal contractors and subcontractors (Federal contractor) to use E-Verify to verify the employment eligibility of certain employees working on Federal contracts.

ARTICLE II RESPONSIBILITIES

A. RESPONSIBILITIES OF THE EMPLOYER

1. The Employer agrees to display the following notices supplied by DHS in a prominent place that is clearly visible to prospective employees and all employees who are to be verified through the system:
 - a. Notice of E-Verify Participation
 - b. Notice of Right to Work
2. The Employer agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the Employer representatives to be contacted about E-Verify. The Employer also agrees to keep such information current by providing updated information to SSA and DHS whenever the representatives' contact information changes.
3. The Employer agrees to grant E-Verify access only to current employees who need E-Verify access. Employers must promptly terminate an employee's E-Verify access if the employer is separated from the company or no longer needs access to E-Verify.



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4. The Employer agrees to become familiar with and comply with the most recent version of the E-Verify User Manual.
 5. The Employer agrees that any Employer Representative who will create E-Verify cases will complete the E-Verify Tutorial before that individual creates any cases.
 - a. The Employer agrees that all Employer representatives will take the refresher tutorials when prompted by E-Verify in order to continue using E-Verify. Failure to complete a refresher tutorial will prevent the Employer Representative from continued use of E-Verify.
 6. The Employer agrees to comply with current Form I-9 procedures, with two exceptions:
 - a. If an employee presents a "List B" identity document, the Employer agrees to only accept "List B" documents that contain a photo. (List B documents identified in 8 C.F.R. § 274a.2(b)(1)(B)) can be presented during the Form I-9 process to establish identity.) If an employee objects to the photo requirement for religious reasons, the Employer should contact E-Verify at 888-464-4218.
 - b. If an employee presents a DHS Form I-551 (Permanent Resident Card), Form I-766 (Employment Authorization Document), or U.S. Passport or Passport Card to complete Form I-9, the Employer agrees to make a photocopy of the document and to retain the photocopy with the employee's Form I-9. The Employer will use the photocopy to verify the photo and to assist DHS with its review of photo mismatches that employees contest. DHS may in the future designate other documents that activate the photo screening tool.
- Note:** Subject only to the exceptions noted previously in this paragraph, employees still retain the right to present any List A, or List B and List C, document(s) to complete the Form I-9.
7. The Employer agrees to record the case verification number on the employee's Form I-9 or to print the screen containing the case verification number and attach it to the employee's Form I-9.
 8. The Employer agrees that, although it participates in E-Verify, the Employer has a responsibility to complete, retain, and make available for inspection Forms I-9 that relate to its employees, or from other requirements of applicable regulations or laws, including the obligation to comply with the anti-discrimination requirements of section 274B of the INA with respect to Form I-9 procedures.
 - a. The following modified requirements are the only exceptions to an Employer's obligation to not employ unauthorized workers and comply with the anti-discrimination provision of the INA: (1) List B identity documents must have photos, as described in paragraph 6 above; (2) When an Employer confirms the identity and employment eligibility of newly hired employee using E-Verify procedures, the Employer establishes a rebuttable presumption that it has not violated section 274A(a)(1)(A) of the Immigration and Nationality Act (INA) with respect to the hiring of that employee; (3) If the Employer receives a final nonconfirmation for an employee, but continues to employ that person, the Employer must notify DHS and the Employer is subject to a civil money penalty between \$550 and \$1,100 for each failure to notify DHS of continued employment following a final nonconfirmation; (4) If the Employer continues to employ an employee after receiving a final nonconfirmation, then the Employer is subject to a rebuttable presumption that it has knowingly



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employed an unauthorized alien in violation of section 274A(a)(1)(A); and (5) no E-Verify participant is civilly or criminally liable under any law for any action taken in good faith based on information provided through the E-Verify.

b. DHS reserves the right to conduct Form I-9 compliance inspections, as well as any other enforcement or compliance activity authorized by law, including site visits, to ensure proper use of E-Verify.

9. The Employer is strictly prohibited from creating an E-Verify case before the employee has been hired, meaning that a firm offer of employment was extended and accepted and Form I-9 was completed. The Employer agrees to create an E-Verify case for new employees within three Employer business days after each employee has been hired (after both Sections 1 and 2 of Form I-9 have been completed), and to complete as many steps of the E-Verify process as are necessary according to the E-Verify User Manual. If E-Verify is temporarily unavailable, the three-day time period will be extended until it is again operational in order to accommodate the Employer's attempting, in good faith, to make inquiries during the period of unavailability.

10. The Employer agrees not to use E-Verify for pre-employment screening of job applicants, in support of any unlawful employment practice, or for any other use that this MOU or the E-Verify User Manual does not authorize.

11. The Employer must use E-Verify for all new employees. The Employer will not verify selectively and will not verify employees hired before the effective date of this MOU. Employers who are Federal contractors may qualify for exceptions to this requirement as described in Article II.B of this MOU.

12. The Employer agrees to follow appropriate procedures (see Article III below) regarding tentative nonconfirmations. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending. Further, when employees contest a tentative nonconfirmation based upon a photo mismatch, the Employer must take additional steps (see Article III.B. below) to contact DHS with information necessary to resolve the challenge.

13. The Employer agrees not to take any adverse action against an employee based upon the employee's perceived employment eligibility status while SSA or DHS is processing the verification request unless the Employer obtains knowledge (as defined in 8 C.F.R. § 274a.1(l)) that the employee is not work authorized. The Employer understands that an initial inability of the SSA or DHS automated verification system to verify work authorization, a tentative nonconfirmation, a case in continuance (indicating the need for additional time for the government to resolve a case), or the finding of a photo mismatch, does not establish, and should not be interpreted as, evidence that the employee is not work authorized. In any of such cases, the employee must be provided a full and fair opportunity to contest the finding, and if he or she does so, the employee may not be terminated or suffer any adverse employment consequences based upon the employee's perceived employment eligibility status



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(including denying, reducing, or extending work hours, delaying or preventing training, requiring an employee to work in poorer conditions, withholding pay, refusing to assign the employee to a Federal contract or other assignment, or otherwise assuming that he or she is unauthorized to work) until and unless secondary verification by SSA or DHS has been completed and a final nonconfirmation has been issued. If the employee does not choose to contest a tentative nonconfirmation or a photo mismatch or if a secondary verification is completed and a final nonconfirmation is issued, then the Employer can find the employee is not work authorized and terminate the employee's employment. Employers or employees with questions about a final nonconfirmation may call E-Verify at 1-888-464-4218 (customer service) or 1-888-897-7781 (worker hotline).

14. The Employer agrees to comply with Title VII of the Civil Rights Act of 1964 and section 274B of the INA as applicable by not discriminating unlawfully against any individual in hiring, firing, employment eligibility verification, or recruitment or referral practices because of his or her national origin or citizenship status, or by committing discriminatory documentary practices. The Employer understands that such illegal practices can include selective verification or use of E-Verify except as provided in part D below, or discharging or refusing to hire employees because they appear or sound "foreign" or have received tentative nonconfirmations. The Employer further understands that any violation of the immigration-related unfair employment practices provisions in section 274B of the INA could subject the Employer to civil penalties, back pay awards, and other sanctions, and violations of Title VII could subject the Employer to back pay awards, compensatory and punitive damages. Violations of either section 274B of the INA or Title VII may also lead to the termination of its participation in E-Verify. If the Employer has any questions relating to the anti-discrimination provision, it should contact OSC at 1-800-255-8155 or 1-800-237-2515 (TDD).

15. The Employer agrees that it will use the information it receives from E-Verify only to confirm the employment eligibility of employees as authorized by this MOU. The Employer agrees that it will safeguard this information, and means of access to it (such as PINS and passwords), to ensure that it is not used for any other purpose and as necessary to protect its confidentiality, including ensuring that it is not disseminated to any person other than employees of the Employer who are authorized to perform the Employer's responsibilities under this MOU, except for such dissemination as may be authorized in advance by SSA or DHS for legitimate purposes.

16. The Employer agrees to notify DHS immediately in the event of a breach of personal information. Breaches are defined as loss of control or unauthorized access to E-Verify personal data. All suspected or confirmed breaches should be reported by calling 1-888-464-4218 or via email at E-Verify@uscis.dhs.gov. Please use "Privacy Incident – Password" in the subject line of your email when sending a breach report to E-Verify.

17. The Employer acknowledges that the information it receives from SSA is governed by the Privacy Act (5 U.S.C. § 552a(i)(1) and (3)) and the Social Security Act (42 U.S.C. 1306(a)). Any person who obtains this information under false pretenses or uses it for any purpose other than as provided for in this MOU may be subject to criminal penalties.

18. The Employer agrees to cooperate with DHS and SSA in their compliance monitoring and evaluation of E-Verify, which includes permitting DHS, SSA, their contractors and other agents, upon



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reasonable notice, to review Forms I-9 and other employment records and to interview it and its employees regarding the Employer's use of E-Verify, and to respond in a prompt and accurate manner to DHS requests for information relating to their participation in E-Verify.

19. The Employer shall not make any false or unauthorized claims or references about its participation in E-Verify on its website, in advertising materials, or other media. The Employer shall not describe its services as federally-approved, federally-certified, or federally-recognized, or use language with a similar intent on its website or other materials provided to the public. Entering into this MOU does not mean that E-Verify endorses or authorizes your E-Verify services and any claim to that effect is false.

20. The Employer shall not state in its website or other public documents that any language used therein has been provided or approved by DHS, USCIS or the Verification Division, without first obtaining the prior written consent of DHS.

21. The Employer agrees that [E-Verify trademarks](#) and logos may be used only under license by DHS/USCIS (see [M-795 \(Web\)](#)) and, other than pursuant to the specific terms of such license, may not be used in any manner that might imply that the Employer's services, products, websites, or publications are sponsored by, endorsed by, licensed by, or affiliated with DHS, USCIS, or E-Verify.

22. The Employer understands that if it uses E-Verify procedures for any purpose other than as authorized by this MOU, the Employer may be subject to appropriate legal action and termination of its participation in E-Verify according to this MOU.

B. RESPONSIBILITIES OF FEDERAL CONTRACTORS

1. If the Employer is a Federal contractor with the FAR E-Verify clause subject to the employment verification terms in Subpart 22.18 of the FAR, it will become familiar with and comply with the most current version of the E-Verify User Manual for Federal Contractors as well as the E-Verify Supplemental Guide for Federal Contractors.

2. In addition to the responsibilities of every employer outlined in this MOU, the Employer understands that if it is a Federal contractor subject to the employment verification terms in Subpart 22.18 of the FAR it must verify the employment eligibility of any "employee assigned to the contract" (as defined in FAR 22.1801). Once an employee has been verified through E-Verify by the Employer, the Employer may not create a second case for the employee through E-Verify.

- a. An Employer that is not enrolled in E-Verify as a Federal contractor at the time of a contract award must enroll as a Federal contractor in the E-Verify program within 30 calendar days of contract award and, within 90 days of enrollment, begin to verify employment eligibility of new hires using E-Verify. The Employer must verify those employees who are working in the United States, whether or not they are assigned to the contract. Once the Employer begins verifying new hires, such verification of new hires must be initiated within three business days after the hire date. Once enrolled in E-Verify as a Federal contractor, the Employer must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.



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- b. Employers enrolled in E-Verify as a Federal contractor for 90 days or more at the time of a contract award must use E-Verify to begin verification of employment eligibility for new hires of the Employer who are working in the United States, whether or not assigned to the contract, within three business days after the date of hire. If the Employer is enrolled in E-Verify as a Federal contractor for 90 calendar days or less at the time of contract award, the Employer must, within 90 days of enrollment, begin to use E-Verify to initiate verification of new hires of the contractor who are working in the United States, whether or not assigned to the contract. Such verification of new hires must be initiated within three business days after the date of hire. An Employer enrolled as a Federal contractor in E-Verify must begin verification of each employee assigned to the contract within 90 calendar days after date of contract award or within 30 days after assignment to the contract, whichever is later.
- c. Federal contractors that are institutions of higher education (as defined at 20 U.S.C. 1001(a)), state or local governments, governments of Federally recognized Indian tribes, or sureties performing under a takeover agreement entered into with a Federal agency under a performance bond may choose to only verify new and existing employees assigned to the Federal contract. Such Federal contractors may, however, elect to verify all new hires, and/or all existing employees hired after November 6, 1986. Employers in this category must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.
- d. Upon enrollment, Employers who are Federal contractors may elect to verify employment eligibility of all existing employees working in the United States who were hired after November 6, 1986, instead of verifying only those employees assigned to a covered Federal contract. After enrollment, Employers must elect to verify existing staff following DHS procedures and begin E-Verify verification of all existing employees within 180 days after the election.
- e. The Employer may use a previously completed Form I-9 as the basis for creating an E-Verify case for an employee assigned to a contract as long as:
 - i. That Form I-9 is complete (including the SSN) and complies with Article II.A.6,
 - ii. The employee's work authorization has not expired, and
 - iii. The Employer has reviewed the Form I-9 information either in person or in communications with the employee to ensure that the employee's Section 1, Form I-9 attestation has not changed (including, but not limited to, a lawful permanent resident alien having become a naturalized U.S. citizen).
- f. The Employer shall complete a new Form I-9 consistent with Article II.A.6 or update the previous Form I-9 to provide the necessary information if:
 - i. The Employer cannot determine that Form I-9 complies with Article II.A.6,
 - ii. The employee's basis for work authorization as attested in Section 1 has expired or changed, or
 - iii. The Form I-9 contains no SSN or is otherwise incomplete.

Note: If Section 1 of Form I-9 is otherwise valid and up-to-date and the form otherwise complies with



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Article II.C.5, but reflects documentation (such as a U.S. passport or Form I-551) that expired after completing Form I-9, the Employer shall not require the production of additional documentation, or use the photo screening tool described in Article II.A.5, subject to any additional or superseding instructions that may be provided on this subject in the E-Verify User Manual.

g. The Employer agrees not to require a second verification using E-Verify of any assigned employee who has previously been verified as a newly hired employee under this MOU or to authorize verification of any existing employee by any Employer that is not a Federal contractor based on this Article.

3. The Employer understands that if it is a Federal contractor, its compliance with this MOU is a performance requirement under the terms of the Federal contract or subcontract, and the Employer consents to the release of information relating to compliance with its verification responsibilities under this MOU to contracting officers or other officials authorized to review the Employer's compliance with Federal contracting requirements.

C. RESPONSIBILITIES OF SSA

1. SSA agrees to allow DHS to compare data provided by the Employer against SSA's database. SSA sends DHS confirmation that the data sent either matches or does not match the information in SSA's database.
2. SSA agrees to safeguard the information the Employer provides through E-Verify procedures. SSA also agrees to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security numbers or responsible for evaluation of E-Verify or such other persons or entities who may be authorized by SSA as governed by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).
3. SSA agrees to provide case results from its database within three Federal Government work days of the initial inquiry. E-Verify provides the information to the Employer.
4. SSA agrees to update SSA records as necessary if the employee who contests the SSA tentative nonconfirmation visits an SSA field office and provides the required evidence. If the employee visits an SSA field office within the eight Federal Government work days from the date of referral to SSA, SSA agrees to update SSA records, if appropriate, within the eight-day period unless SSA determines that more than eight days may be necessary. In such cases, SSA will provide additional instructions to the employee. If the employee does not visit SSA in the time allowed, E-Verify may provide a final nonconfirmation to the employer.

Note: If an Employer experiences technical problems, or has a policy question, the employer should contact E-Verify at 1-888-464-4218.

D. RESPONSIBILITIES OF DHS

1. DHS agrees to provide the Employer with selected data from DHS databases to enable the Employer to conduct, to the extent authorized by this MOU:
 - a. Automated verification checks on alien employees by electronic means, and



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- b. Photo verification checks (when available) on employees.
- 2. DHS agrees to assist the Employer with operational problems associated with the Employer's participation in E-Verify. DHS agrees to provide the Employer names, titles, addresses, and telephone numbers of DHS representatives to be contacted during the E-Verify process.
- 3. DHS agrees to provide to the Employer with access to E-Verify training materials as well as an E-Verify User Manual that contain instructions on E-Verify policies, procedures, and requirements for both SSA and DHS, including restrictions on the use of E-Verify.
- 4. DHS agrees to train Employers on all important changes made to E-Verify through the use of mandatory refresher tutorials and updates to the E-Verify User Manual. Even without changes to E-Verify, DHS reserves the right to require employers to take mandatory refresher tutorials.
- 5. DHS agrees to provide to the Employer a notice, which indicates the Employer's participation in E-Verify. DHS also agrees to provide to the Employer anti-discrimination notices issued by the Office of Special Counsel for Immigration-Related Unfair Employment Practices (OSC), Civil Rights Division, U.S. Department of Justice.
- 6. DHS agrees to issue each of the Employer's E-Verify users a unique user identification number and password that permits them to log in to E-Verify.
- 7. DHS agrees to safeguard the information the Employer provides, and to limit access to such information to individuals responsible for the verification process, for evaluation of E-Verify, or to such other persons or entities as may be authorized by applicable law. Information will be used only to verify the accuracy of Social Security numbers and employment eligibility, to enforce the INA and Federal criminal laws, and to administer Federal contracting requirements.
- 8. DHS agrees to provide a means of automated verification that provides (in conjunction with SSA verification procedures) confirmation or tentative nonconfirmation of employees' employment eligibility within three Federal Government work days of the initial inquiry.
- 9. DHS agrees to provide a means of secondary verification (including updating DHS records) for employees who contest DHS tentative nonconfirmations and photo mismatch tentative nonconfirmations. This provides final confirmation or nonconfirmation of the employees' employment eligibility within 10 Federal Government work days of the date of referral to DHS, unless DHS determines that more than 10 days may be necessary. In such cases, DHS will provide additional verification instructions.

ARTICLE III
REFERRAL OF INDIVIDUALS TO SSA AND DHS

A. REFERRAL TO SSA

- 1. If the Employer receives a tentative nonconfirmation issued by SSA, the Employer must print the notice as directed by E-Verify. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case.

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The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.

2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.
3. After a tentative nonconfirmation, the Employer will refer employees to SSA field offices only as directed by E-Verify. The Employer must record the case verification number, review the employee information submitted to E-Verify to identify any errors, and find out whether the employee contests the tentative nonconfirmation. The Employer will transmit the Social Security number, or any other corrected employee information that SSA requests, to SSA for verification again if this review indicates a need to do so.
4. The Employer will instruct the employee to visit an SSA office within eight Federal Government work days. SSA will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.
5. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.
6. The Employer agrees not to ask the employee to obtain a printout from the Social Security Administration number database (the Numident) or other written verification of the SSN from the SSA.

B. REFERRAL TO DHS

1. If the Employer receives a tentative nonconfirmation issued by DHS, the Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.
2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.
3. The Employer agrees to refer individuals to DHS only when the employee chooses to contest a tentative nonconfirmation.
4. If the employee contests a tentative nonconfirmation issued by DHS, the Employer will instruct the



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employee to contact DHS through its toll-free hotline (as found on the referral letter) within eight Federal Government work days.

5. If the Employer finds a photo mismatch, the Employer must provide the photo mismatch tentative nonconfirmation notice and follow the instructions outlined in paragraph 1 of this section for tentative nonconfirmations, generally.
6. The Employer agrees that if an employee contests a tentative nonconfirmation based upon a photo mismatch, the Employer will send a copy of the employee’s Form I-551, Form I-766, U.S. Passport, or passport card to DHS for review by:
 - a. Scanning and uploading the document, or
 - b. Sending a photocopy of the document by express mail (furnished and paid for by the employer).
7. The Employer understands that if it cannot determine whether there is a photo match/mismatch, the Employer must forward the employee’s documentation to DHS as described in the preceding paragraph. The Employer agrees to resolve the case as specified by the DHS representative who will determine the photo match or mismatch.
8. DHS will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.
9. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.

ARTICLE IV SERVICE PROVISIONS

A. NO SERVICE FEES

1. SSA and DHS will not charge the Employer for verification services performed under this MOU. The Employer is responsible for providing equipment needed to make inquiries. To access E-Verify, an Employer will need a personal computer with Internet access.

ARTICLE V MODIFICATION AND TERMINATION

A. MODIFICATION

1. This MOU is effective upon the signature of all parties and shall continue in effect for as long as the SSA and DHS operates the E-Verify program unless modified in writing by the mutual consent of all parties.
2. Any and all E-Verify system enhancements by DHS or SSA, including but not limited to E-Verify checking against additional data sources and instituting new verification policies or procedures, will be covered under this MOU and will not cause the need for a supplemental MOU that outlines these changes.



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B. TERMINATION

1. The Employer may terminate this MOU and its participation in E-Verify at any time upon 30 days prior written notice to the other parties.
2. Notwithstanding Article V, part A of this MOU, DHS may terminate this MOU, and thereby the Employer's participation in E-Verify, with or without notice at any time if deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the Employer, or a failure on the part of the Employer to comply with established E-Verify procedures and/or legal requirements. The Employer understands that if it is a Federal contractor, termination of this MOU by any party for any reason may negatively affect the performance of its contractual responsibilities. Similarly, the Employer understands that if it is in a state where E-Verify is mandatory, termination of this by any party MOU may negatively affect the Employer's business.
3. An Employer that is a Federal contractor may terminate this MOU when the Federal contract that requires its participation in E-Verify is terminated or completed. In such cases, the Federal contractor must provide written notice to DHS. If an Employer that is a Federal contractor fails to provide such notice, then that Employer will remain an E-Verify participant, will remain bound by the terms of this MOU that apply to non-Federal contractor participants, and will be required to use the E-Verify procedures to verify the employment eligibility of all newly hired employees.
4. The Employer agrees that E-Verify is not liable for any losses, financial or otherwise, if the Employer is terminated from E-Verify.

ARTICLE VI PARTIES

- A. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each other as necessary. By separate agreement with DHS, SSA has agreed to perform its responsibilities as described in this MOU.
- B. Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the Employer, its agents, officers, or employees.
- C. The Employer may not assign, directly or indirectly, whether by operation of law, change of control or merger, all or any part of its rights or obligations under this MOU without the prior written consent of DHS, which consent shall not be unreasonably withheld or delayed. Any attempt to sublicense, assign, or transfer any of the rights, duties, or obligations herein is void.
- D. Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the Employer and any other person or entity regarding the applicability of Section 403(d) of IIRIRA to any action taken or allegedly taken by the Employer.



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E. The Employer understands that its participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to, Congressional oversight, E-Verify publicity and media inquiries, determinations of compliance with Federal contractual requirements, and responses to inquiries under the Freedom of Information Act (FOIA).

F. The individuals whose signatures appear below represent that they are authorized to enter into this MOU on behalf of the Employer and DHS respectively. The Employer understands that any inaccurate statement, representation, data or other information provided to DHS may subject the Employer, its subcontractors, its employees, or its representatives to: (1) prosecution for false statements pursuant to 18 U.S.C. 1001 and/or; (2) immediate termination of its MOU and/or; (3) possible debarment or suspension.

G. The foregoing constitutes the full agreement on this subject between DHS and the Employer.

To be accepted as an E-Verify participant, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 1-888-464-4218.



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Approved by:

Employer HZIP LLC	
Name (Please Type or Print) ILI UMANSKY	Title
Signature Electronically Signed	Date 12/20/2023
Department of Homeland Security – Verification Division	
Name (Please Type or Print) USCIS Verification Division	Title
Signature Electronically Signed	Date 12/20/2023



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Information Required for the E-Verify Program

Information relating to your Company:

Company Name	UPPERH LLC
Company Facility Address	30 BIRCHSHIRE LANE 1 PALM COAST, FL 32137
Company Alternate Address	
County or Parish	FLAGLER
Employer Identification Number	933224546
North American Industry Classification Systems Code	541
Parent Company	
Number of Employees	1 to 4
Number of Sites Verified for	1 site(s)



Company ID Number: 2344344

Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:

FL 1



Company ID Number: 2344344

Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:

Name	ILI UMANSKY
Phone Number	8088183888
Fax	
Email	LINABRIGHT2010@GMAIL.COM



Company ID Number: 2344344



This list represents the first 20 Program Administrators listed for this company.

February 28, 2025



CITY OF FORT PIERCE

RFP NO.2025-017

FT. PIERCE SUNRISE THEATRE OPERATIONS CONCESSION

The purpose of this addendum is to extend the submission due date from March 5, 2025, to

3:00PM, March 27, 2025

and provide an updated timeline as follows:

RFP Issue Date	January 28, 2025
Pre-Proposal Meeting	February 18, 2025
Deadline for Questions	March 18, 2025
Proposals Due/Opening	March 27, 2025
Evaluation Committee Process Completed	May 2025
Commission Approval Rankings	May 2025
Negotiations Commence	Immediately after Ranking Approval
Agreement Recommended to Commission	July 2025
Anticipated Start of Concession	August/September 2025

All other conditions of this bid remain the same.

Please acknowledge receipt of this addendum and include it with your submittal.

Signature: [Handwritten Signature]
Manual

Signature: Lina Briguez
Typed or Printed

Company Name: M2IP LLC

Address: 222 SE 2nd TR
Davie Beach FL 33009

Date: 3/10/2025

/gc



CITY OF FORT PIERCE
AFFIDAVIT REGARDING THE USE COERCION
FOR LABOR OR SERVICES

Vendor name: HZIP LLC

Authorized Representative's Name and Title: Line Bright owner

Address: 222 SE 2nd TR

City: Dade Beach State: FL Zip Code: 33004

Phone Number: 808-480-8800 Email Address: LBRIGHT@HZIP.ORG

Section 787.06(13), Florida Statutes, requires all nongovernmental entities executing, renewing, or extending a contract with a governmental entity to provide an affidavit signed by an officer or representative of the nongovernmental entity under penalty of perjury that the nongovernmental entity does not use coercion for labor or services as defined in that statute. As the person authorized to sign on behalf of Vendor, I certify that the company identified does not:

1. Use or threaten to use physical force against any person;
2. Restrain, isolate, or confine or threaten to restrain, isolate, or confine any person without lawful authority and against her or his will;
3. Use lending or other credit methods to establish a debt by any person when labor or services are pledged as a security for the debt, if the value of the labor or services as reasonably assessed is not applied toward the liquidation of the debt, the length and nature of the labor or services are not respectively limited and defined;
4. Destroy, conceal, remove, confiscate, withhold, or possess any actual or purported passport, visa, or other immigration document, or any other actual or purported government identification document, of any person;
5. Cause or threaten to cause financial harm to any person;
6. Entice or lure any person by fraud or deceit; or
7. Provide a controlled substance as outlined in Schedule I or Schedule II of section 893.03, Florida Statutes, to any person for the purpose of exploitation of that person.

Under penalties of perjury, I declare that I have read the foregoing document and that the facts stated in it are true.

By: [Signature] Line Bright owner 5/10/25
 Authorized Signature Printed Name and Title Date

STATE OF FLORIDA
COUNTY OF FL

Sworn (or affirmed) and subscribed before me by means of physical presence or online notarization

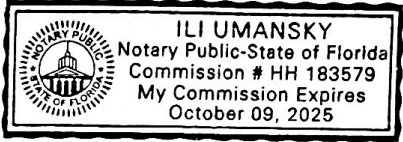
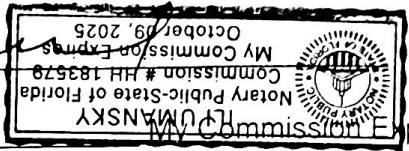
this 10 day of March, 2025 by Lora Briggs, who is

personally known or

produced identification (ID produced: DL).

Notary Public Signature: [Signature] (Seal)

Print Name: ILI UMANSKY My Commission Expires: Oct. 9, 2025





PUBLIC ENTITY CRIMES AFFIDAVIT

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

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

1. This sworn statement is submitted with RFP No. 2025-017 for Fort Pierce Sunrise Theatre Operations Concession
2. This sworn statement is submitted by H ZIP LLC
(name of entity submitting sworn statement)
whose business address is 222 SE 2nd TR Davie Beach FL
33004
and (if applicable) its Federal Employer Identification Number (FEIN) is 933224546
(If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.)
3. My name is Line Bogus my relationship to the entity
(please print name of individual signing)
named above is owner.
4. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
5. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
6. I understand that an "affiliate" as defined in paragraph 287.133(1)(a), Florida Statutes, means:
 1. A predecessor or successor of a person convicted of a public entity crime: or
 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The

Exhibit "H"

term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

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

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

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

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

The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. **(Please attach a copy of the final order.)**

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

QUESTION: Will the concessionaire take over the existing operating bank account or begin their own?

ANSWER: **No, they will need their own bank account.**

QUESTION: In either instance, will the concessionaire begin with an operating cash balance?

ANSWER: **No**

QUESTION: Is there a mortgage or rent, or not applicable due to the building being city owned?

ANSWER: **The building is owned by the City and there is not a mortgage.**

QUESTION: Are there property taxes or not applicable due to the building being city owned?

ANSWER: **Property taxes would not be applicable to the concessionaire.**

All other conditions of this proposal remain the same.

Please acknowledge receipt of this addendum and include it with your submittal.

Signature: _____ *[Handwritten Signature]*

Signature: _____ *Line Project* Manual

Company Name: _____ *H ZIP LLC* Typed or Printed

Address: _____ *222 SE 2nd RR*

_____ *Davie Beach FL 33004*

Date: _____ *03/20/2025*

/lh

March 19, 2025



CITY OF FORT PIERCE

RFP NO. 2025-017

FT. PIERCE SUNRISE THEATRE OPERATIONS CONCESSIONS

ADDENDUM NO. 3

The purpose of this addendum is to provide additional information to proposers, as well as respond to an inquiry received by a potential proposer.

QUESTION: What is Sunrise's fiscal year? It looks like October 1, but can you confirm?

ANSWER: **October 1 - September 30**

QUESTION: Will the concessionaire take over the existing budget mid-year?

ANSWER: **No, they will not take over the existing budget mid-year, they will need their own finances to operate.**

QUESTION: In the proposal, should the year 1 budget be the remainder of 2024 - 2025 or should year 1 be 2025-2026?

ANSWER: **Based on the timeline in Addendum 1, the anticipated start of the concession agreement is August or September, which would require the year 1 budget be 2025-26 to begin on October 1, 2025.**

QUESTION: Will the FPRA financial resource continue year to year? If so, is it a set amount or does it change each year?

ANSWER: **The FPRA allocation will not remain for operating costs beyond this fiscal year.**

QUESTION: Is there a restricted fund that can be used toward operational expenses? If so, is it a set amount each year or is it need-based?

ANSWER: **There is not a restricted account to be used for operational expenses. Currently, there is a restricted account that is used for capital expenses and funds are generated from tickets sales. This is based on the City's ticketing system and only used by the City.**

QUESTION: Are there committed city or state grants beyond this current year?

ANSWER: **No**

structural maintenance. Final responsibilities will be subject to negotiation with the successful proposer.

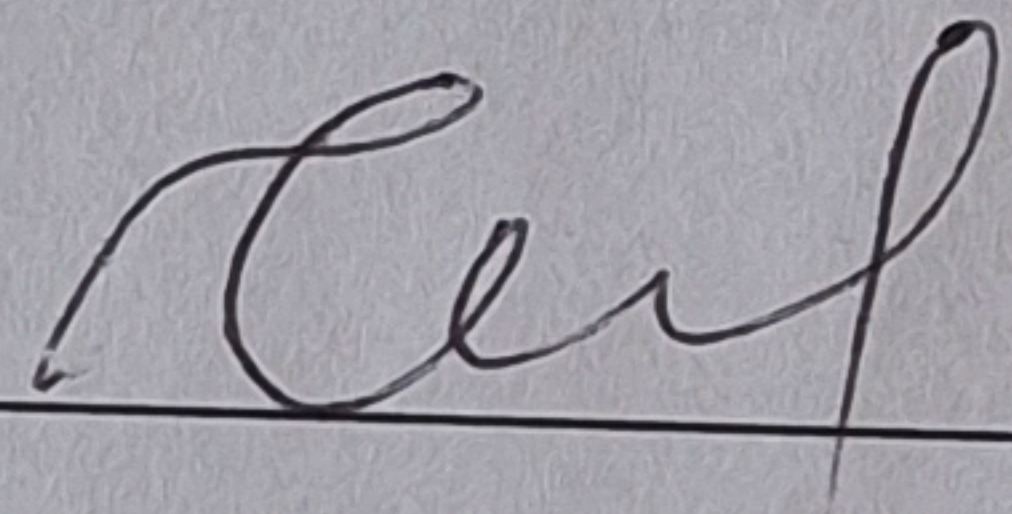
- Can the City please clarify how the City would like vendors to submit proposals? The RFP tells vendors to submit via Demandstar on pages one and three, but on page fifteen vendors are told to also ship the following: "(1) original printed proposal, (5) printed copies and a digital copy on a flash drive one (1) electronic version on a USB drive, in a shipping envelope or box clearly labeled Proposal for Sunrise Theatre RFP 25-017..."
- Proposals should be submitted electronically via Demandstar website. Please disregard the instructions provided on page fifteen of the proposal document.

Clarifications

- **Liquor License**
 - The Theatre's liquor license is good until March 31, 2026.
- **Post Remediation Verification Certificate, see attached**
- **Air Quality Report, see attached**

All other conditions of this bid remain the same.

Please acknowledge receipt of this addendum and include it with your submittal.

Signature:  Manual

Signature: Line Budget Typed or Printed

Company Name: H2IP II

Address: 222 SE 2nd RR
Davie Beach FL 33004

Date: 03/17/2025

/gc

Attachments: Air Quality Results 12.31.24
Budget FY 2025
Post Remediation Verification Certificate
Rigging Inspection Report