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Avon, CT 06001
(855) 572-9482
C: (860) 707-3370
austin@payhubpayments.com
www.payhubpayments.com

May 23, 2022

Re: RFP 0438

Jefferson Parish
Department of Purchasing
P. O. Box 9
Gretna, Louisiana 70054
(504) 364-2678

Dear Jefferson Parish Purchasing Department,

Thank you so much for the opportunity to propose our payment processing services to you and Jefferson Parish. Enclosed you will find our proposal for RFP 0438 Provide payment processing services for Debit/Credit card forms of Electronic Payments. We confirm our ability to accommodate the scope of services and fulfill the requirements and obligations as the selected payment processing company.

PayHub Payments is solely focused on providing the most reliable and transparent payment processing services to municipalities, multi-location businesses, and online processing companies.

Our response reflects how PayHub Payments compelling capabilities uniquely position us to provide the most cost effective and user friendly payment processing. We are equipped with a hands-on service team, robust reporting system and easy to use equipment options.

- **PCI Compliance:** Not only are all of our terminals, equipment + software's PCI Compliant – we also monitor your compliance quarterly and ensure that each MID remains PCI Compliant.
- **Real-Time Reporting:** Your accounts will have access to real-time data on all transactions+ batches. General Ledger reports are accessible right at your fingertips as well as detailed transactions and much more.
- **In-Person Set-up:** Our hands-on approach gives you peace of mind as you enter into a new partnership. We will personally work with your vendors, site managers and employees to get the online gateways, payment pages and in-person terminals and cashiering stations set-up and processing.

Thank you for your time and consideration. We look forward to further discussing our proposal with the Jefferson Parish Purchasing Department. If you require any further information or clarification of any elements of our proposal, please contact us anytime.

With best regards,

Austin Peterson

Austin Peterson
Co-Founder & CEO

BID #0438

PAYMENT PROCESSING SERVICES



JEFFERSON PARISH DEPARTMENT OF PURCHASING

P.O. BOX 9
GRETNA, LOUISIANA 70054
(504) 364-2678

PREPARED BY:

AUSTIN PETERSON
PAYHUB PAYMENTS
O: (855) 572-9482
C: (860) 707-3370

AUSTIN@PAYHUBPAYMENTS.COM
WWW.PAYHUBPAYMENTS.COM



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Attached Signature Page,
Affidavit, Insurance
Debarment Form

Separate File Cost Proposal

TECHNICAL PROPOSAL

First and foremost, all of our products, services + software are compliant with the Payment Card Industry's Data Security Standards (PCI DSS). In addition, we work directly with our customers to certify their own PCI DSS Compliance and maintain such compliance in accordance with the requirements set forth by the Card Brands.

Here at PayHub Payments, we have the entire scope of services required by the merchant services provider covered. We are extremely experienced in each required area and will be able to completely fulfill the scope of work required.

We will provide and operate within Parish guidelines and oversight of its own front-end payment system while managing the backend, PCI Compliant software + equipment.

Back-End Software

This software will provide detailed reporting on transaction and batches. Reports can be exported for bookkeeping and accounting purposes at any given time. The backend software also supports .NET interface and has full API access to embed seamlessly in any Jefferson Parish application software, as well as accessibility to further developments in any future programming. ACH payments will also be through this software with all the same capabilities.

TECHNICAL PROPOSAL (CONT)

Each department and sub-department that requires separate reporting, will need it's own merchant services account - like your current set-up. This is common for a municipality with many different departments. For example, a current existing customer that is a municipality has a parking account, police traffic account, police record account, and so on and so forth. This allows them to clearly track all their transactions, batches and deposit by department.

Transactions data such as date range, payment type, and MID will be accessible in an online portal that will be accessible via the internet to users of varying accessibility.

We will also have an additional software that will provide accounting, chargeback and account related details. You will have the option to have multi-users with adjustable security + accessibility settings here as well. This piece of software will provide a General Ledger Report.

Our team will be responsible for making all account changes, user management and escalated chargeback support. We will also have access to real-time data - transactions, batches, etc.

TECHNICAL PROPOSAL (CONT)

All payments made by customers will be directly deposited into a designated Parish bank account with next day funding.

For more information on our Full API:

https://payhub.transactiongateway.com/merchants/resources/integration/integration_portal.php?#dp_asp

Terminals:

The current terminals you are using are no longer supported and can't be reprogrammed. We propose using our backend software for your card-present transactions with a card present card terminal that links to our backend software (Ingenico Lane 7000). This will streamline and simplify your reporting as all the transactions will be in one place per MID.

Additionally, our back end software has a mobile processing piece of equipment that links to an iOS or Android based application that can be used on any tablet or phone -anywhere, anytime. It can toggle through multiple MID's allowing you to use this option with your different departments.

We would send a PayHub team member to your locations to set-up each terminal for a complete hands on - streamlined set-up.

Terminal options will be on the next pages.

A NOTE ON TRANSACTION DATA:

TRANSACTION DATA IS EASILY ACCESSIBLE IN REAL-TIME ON THE BACK END PLATFORMS MENTIONED ABOVE, TRANSITIING YOUR CUSTOMER FACING EQUIPMENT TO OUR SUGGESTIONS WILL PUT ALL OF YOUR TRANSACTION DATA IN ONE ACCESSIBLE PLACE. IT WILL STREAMINE YOUR ABILITY TO REVIEW TRANSACTIONS AND THE DETAILS ASSOCIATED TO EACH TRANSACTION.

CARD PRESENT EQUIPMENT: INGENICO LANE 7000



THIS CUTTING-EDGE RETAIL PAYMENT TERMINAL SETS NEW STANDARDS, BOTH IN LOOKS AND FUNCTIONALITY. IT SUPPORTS ALL CASHLESS PAYMENT METHODS. AN INTUITIVE AND INTERACTIVE DEVICES, AND A USER-FRIENDLY INTERFACE, ENGAGES CUSTOMERS AT THE POINT OF SALE.

SOFTWARE WILL BE IMPLEMENTED ON EACH COMPUTER WHICH WILL WORK SEAMLESSLY WITH THE CUSTOMER-FACING TERMINAL THE CONNECTION TO THE COMPUTER IS VIA USB. THE COMPUTER WILL GIVE THE PARISH EMPLOYEE EVERYTHING THEY NEED TO INPUT THE DETAILS OF THE SALE AND THE PAYEE WILL PAY RIGHT AT THE TERMINAL. ALL THE TRANSACTIONS WILL BE ON THE SAME PAYMENT SOFTWARE AS THE ONLINE PAYMENTS - PUTTING ALL ONLINE AND IN-PERSON TRANSACTIONS UNDER ONE ROOF - STREAMLINING THE REPORTING PROCESS OF EACH MID!



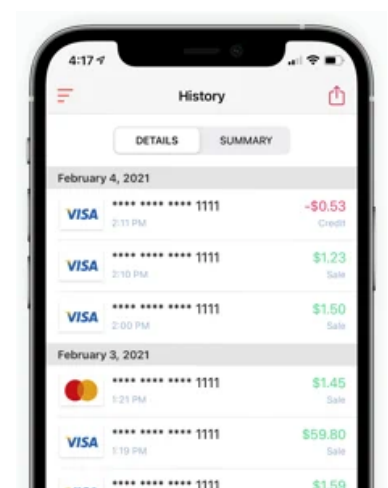
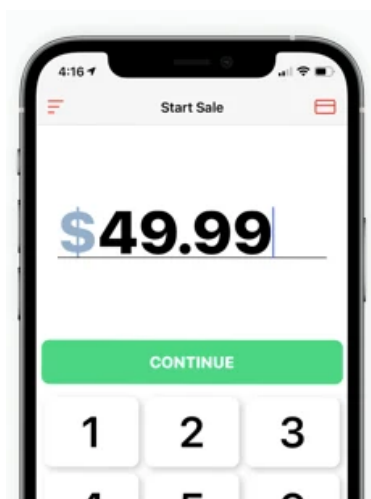
MOBILE APPLICATION: IPROCESS

TAKE CREDIT CARD PAYMENTS, ANYWHERE, ANYTIME WITH MOBILE PROCESSING.

FEATURES INCLUDE:

- PROCESS SWIPED, KEYED, AND CHIP SALE AND CREDIT TRANSACTIONS
- VIEW A COMPLETE HISTORY OF MOBILE TRANSACTIONS
- REFUND AND VOID PREVIOUS MOBILE TRANSACTIONS
- ACCEPT SIGNATURES FROM YOUR CUSTOMERS
- AUTOMATICALLY SEND EMAIL RECEIPTS
- TOGGLE BETWEEN MULTIPLE MERCHANT ACCOUNTS (MID'S) WITH EASE
- NAME YOUR DEVICE TO EASILY DISTINGUISH BETWEEN DEVICES IN THE MERCHANT CONTROL PANEL REPORTING
- AND MUCH MORE!

BLUETOOTH CARD READER →



PROPOSER QUALIFICATIONS & EXPERIENCE

PayHub Payments (First Global Merchants, LLC) was founded in June of 2008. With the mission to be a pivotal helping hand for all small businesses to grow, We changed the name of the game when it came to credit card processing taking a page out of the book of our sister company, a CPA firm, and being the trusted advisor by providing education, transparency, consistent and reliable service.

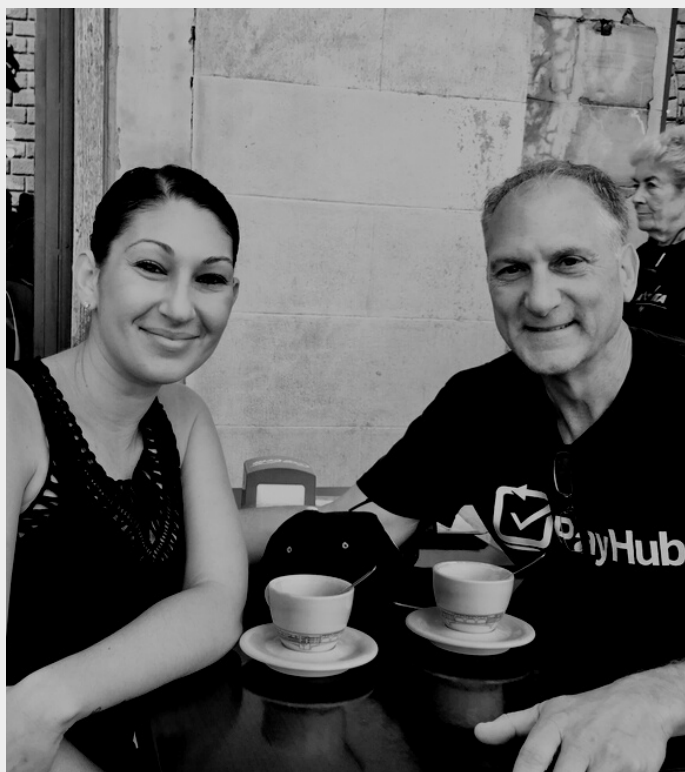
We started local with our referred accounting clients and grew into a national payment processing provider who has supported thousands of businesses with cost-effective and top-notch service!

Austin Peterson + Alan Nathan, a father and daughter duo, work together to bring the merchant services space a transparent and reliable payment provider that walks in the shoes of the business owner, creating a customized approach to each businesses specific needs.

AUSTIN PETERSON

Austin Peterson, co-founder + CEO of PayHub Payments. Austin is an experienced business leader with demonstrated strategic planning, problem-solving and long-lasting relationship building. Building a merchant services company over the last 12 years provides endless experiences in all realms of business.

From sales to operations to customer relations to marketing to HR, Austin has worn all the hats of a entrepreneur.



ALAN NATHAN

Alan Nathan, CPA, CGMA, managing member of Payhub Payments. in 1998 Alan made the leap to start his own accounting firm. On a mission to create an exceptional entrepreneurial experience, Alan has worked with thousands of businesses over the last three decades and has held true to his original mission.

OUR ALL-STAR TEAM

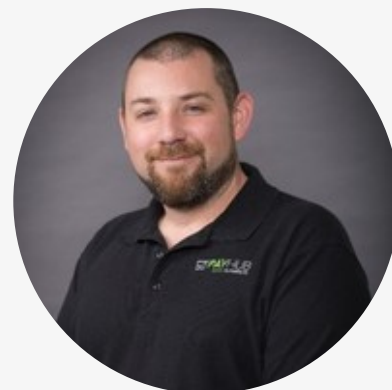
THE AWESOME PEOPLE BEHIND PAYHUB PAYMENTS



JOHN PETERSON
CUSTOMER LEAD

John Peterson comes to PayHub Payments with 13 years of business ownership experience. He is an out-of-the-box thinker and problem solver, who creates and develops optimal strategies which foster long-term relationships. John's strong suit is creating and supporting client relationships through his proactive and analytical nature.

Dan Robbins brings over 20 years of experience in the merchant services industry which includes extensive knowledge in payment systems integration. Dan excels in the seamless setup of major merchants as well as providing continuing support to ensure a trouble-free payments infrastructure.



DAN ROBBINS
CUSTOMER SERVICE
MANAGER



MARCO SANTOS
SALES MANAGER

Marco Santos has been in the merchant services industry since 2007. Marco excels in relationship building and identifying best fit and out-of-the-box solutions for businesses. Over the last 14 years, Marco has become an expert in providing top-notch customer service, account management, and managing our team of account managers.

OUR PROCESSING EXPERIENCE

Currently, we provide the merchant services processing for three government entities. Some examples of the government entity accounts include:

- **Parks + Recreation**
- **Town Clerk**
- **Parking**
- **Online Accounts**
- **Department of Finance**
- **Police Traffic**
- **Police Records**

Comparable accounts that process similar volume on an annual basis through online transactions:

- **Online Retailer: \$37.2 million + 80,400 transactions**
- **Online Retailer: \$26.4 million +164,400 transactions**
- **Oil Distributor: \$10.3 million + 20,400 transactions**
- **Ski Mountain: \$19.2 million +200,000 transactions**



MUNICIPALITY REFERENCES

Town of Norfolk
1st Selectman Matthew Riiska
Email: mriiska@norfolkct.org
Phone: 860-542-5670

Town of Harwinton
1st Selectman Michael Criss
Email: selectmanoffice@harwinton.us
Phone: 860-485-9051

Town of Torrington
Mayor Elinor Carbone
Email: dan_farley@torringtonct.org (Finance Director)
Phone: 860-489-2228

WHAT OUR CLIENTS ARE SAYING

“

Working with PAYHUB has been a great experience, their customer service is outstanding. They assign you to one person to make sure all your needs are met. Their statements are easy to read and their processing fees are amazingly low.

We are very happy with PayHub! Their rates are excellent and they are quick to address any questions or concerns we may have. They really strive to ensure a good relationship with us and we appreciate that.

I like simple, simple, simple, and PayHub has my business set up exactly as I need it to be - no more, no less! I've never had a need to contact customer service after initial set-up, but they were so fantastic at set-up that I have every confidence that any problem would have been handled efficiently and professionally.

Very responsive, transparent statements are sent out quickly and I'm getting significantly lower rates than with my former payment processor. They even give me no charge quarterly reviews of the payment processor to ensure I'm getting the highest savings possible.

”



Maletta Pfeiffer & Associates, LLC • Torrington Physical Therapy
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Torrington, CT 06790 Torrington, CT 06790
Tel. (860) 489-0867 Fax (860) 489-4473 Tel. (860) 496-9851 Fax (860) 496-0222

www.torringtonpt.com • e-mail: info@torringtonpt.com

May 5, 2022

To Whom It May Concern,

We have been using PayHub in both of our offices for the past several years and have been extremely pleased. The rates are unbeatable and the personal service we receive basically 24/7 from Melissa Root is above and beyond what we could have ever expected. We highly recommend their services to any business, organization or municipality. Please let me know if you have any questions.

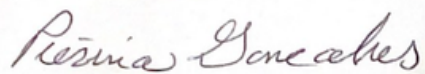
Sincerely,

Dan Albanese, PT/managing partner

To Whom It may concern,

Wayside Market has been using PayHub Payments for close to 3 years for our credit card processing service. We had switched from another provider and found that they provided great rates and better service. We couldn't be happier with the personalized service we receive from Payhub Payments and our Account Manager Marco Santos. Anytime we have a question or need assistance they are always available with a positive attitude and go above and beyond to make sure we are all set. We highly recommend Payhub Payments.

Sincerely,

A handwritten signature in dark ink, reading "Pierina Goncalves". The script is cursive and fluid, with the first name "Pierina" and last name "Goncalves" clearly distinguishable.

Pierina Goncalves



We have been using PayHub here at SoundWorks for almost 2 years and we absolutely love the ease of using their services. This has been the easiest website to navigate by far. The customer service and technical support are always fast, pleasant, and available 24/7. It is always personal, and we love supporting other small, local businesses. We always tell other businesses needing a merchant company to call Melissa Root at PayHub.

Gloria Hall
Managing Member, SoundWorks & Security LLC

P.O. BOX 23 • TORRINGTON, CONNECTICUT 06790 • PHONE: 860-496-7041 • FAX: 860-496-7043
info@soundworksandsecurity.com • www.soundworksandsecurity.com
CT Lic #ELC: 0181031 • CT Lic #HIC: 0626379



William R. Baldwin Jr
Chief of Police

City of Torrington

Department of Police Services



Proudly Serving
Since 1888

To whom it may concern:

The City of Torrington Police Department has been working with PayHub Payments and Melissa Root for the last two years.

PayHub handles all transactions with the Records Division, Traffic Division including parking meters and the Torrington Police Athletic League (PAL). Their customer service is exceptional. They worked directly with us from application to installation and are available whenever we need them.

I would highly recommend PayHub Payments to anyone, especially other municipalities looking for the right merchant partner.

Sincerely,

Chief William R. Baldwin
Torrington Police Department

Tel. (860) 489-2000 or (860) 489-2068 FAX (860) 482-0125
Torrington Police Department, 576 Main Street, Torrington, Connecticut 06790
An Equal Opportunity Employer

CLIENT SUPPORT METHODOLOGY

We pride ourselves on providing the absolute best customer service. This has allowed us to have extremely high client retention, genuine client relationships, and long-term vendor partnerships. This aspect of our business is difficult to portray in a written presentation, but it is worth highlighting as it's one of our best attributes individually as people and as a company as a whole.

REAL PEOPLE

Access to our team. Every client has access to every team member, and there is a lead in each department, but clients have the ability to get in touch with a real person at all times. Our clients are on a first-name basis with our entire team and have confidence and reliability in the way we work our customer services department. All of our systems are set up to ensure that our clients get a real person on the phone every time they call.

ABOVE + BEYOND

With a positive outlook, we are on the ball to be proactive and immediate in our solution idea generation. We are here to keep things simple and streamlined, but someone it takes an out-of-the-box idea to customize the perfect solution. With our decades of experience, the PayHub Payments team gives clients an endless catalog of ideas. We go above and beyond in every situation. From flying a terminal across the country for a specific deadline to simply answering the phone at 1 am to help a bar close out their terminal properly so funds can be deposited as soon as possible. These extreme examples don't happen often, but when they do, we are here.

INNOVATIVE CONCEPTS

SERVICE CHARGE

As you know already, The state of Louisiana allows municipalities to charge a surcharge up to 4% on all credit card transactions. By assessing a surcharge on all credit card transactions Jefferson Parish will have its payment processing fees covered with this surcharge.

Since you are already assessing a service charge, we can replicate this on the backend as well. We will be able to provide a cost-savings analysis if you would like to see how much of the payment processing costs would be covered by the service charge on credit card transactions.

We could also implement this, if not already done so, on the card-present transactions and mobile transactions as well.

RECURRING BILLING

Extending the payment options for customers to sign up for recurring billing will streamline the payment process in applicable departments. For all customers that have consistent monthly payments, they would be able to simply sign-up for recurring billing of their monthly transaction(s) either with credit card transactions or ACH transactions. This saves your customers time each and every month.

On the backend, you will have more consistent cash flow as well as reliable payments each and every month. Knowing the flow of payments will allow simpler accounting, which will also save Jefferson Parish time and resources.

CLIENT VAULT

Emphasizing the previously mentioned concept of recurring billing, we can also offer Jefferson Parish the ability to safely and securely with PCI DSS compliance standards the ability to store customer data. This gives you the ability to give your card holders the option to have a card on file. If you have transactions that are not necessarily recurring but the same person is frequently charged they won't have to give the card number every time and you won't have to collect the data every time - it is a win win for everyone involved.

IMPLEMENTATION STEPS AND SCHEDULE

PAYHUB ALREADY HAS THE EXISTING API INFRASTRUCTURE IN PLACE TO FIT THE REQUIREMENTS OF THE PARISH WHICH WILL GREATLY REDUCE THE TIMEFRAME OF THE IMPLEMENTATION.

STEP 1

14 DAYS

UPON ACCEPTED PROPOSAL BY PARISH, PAYHUB WILL WORK DIRECTLY WITH DEDICATED PARISH CONTACTS TO ESTABLISH REQUIRED MERCHANT PROCESSING ACCOUNTS WITHIN FOURTEEN (14) BUSINESS DAYS.

STEP 2

< 40 DAYS

ONCE MERCHANT PROCESSING ACCOUNTS ARE ESTABLISHED PAYHUB WILL IMMEDIATELY COMMENCE:

- A. WORKING WITH THE PARISH VENDORS TO INTEGRATE PAYHUB'S EXISTING API INTO EXISTING PARISH APPLICATION SOFTWARE AND FACILITATE FULL TESTING OF INTEGRATED SYSTEMS. THE TIMEFRAME TO COMPLETE THIS PROCESS CAN VARY DEPENDING ON THE AVAILABILITY OF PARISH VENDORS, HOWEVER, PAYHUB WOULD SET A GOAL OF NO MORE THAN FORTY (40) BUSINESS DAYS FOR COMPLETION.
- B. ARRANGING THE DEPLOYMENT OF REQUIRED PHYSICAL CREDIT CARD PROCESSING EQUIPMENT. CREDIT CARD PROCESSING EQUIPMENT WOULD BE RECEIVED BY PARISH PRIOR TO COMPLETION OF THE API INTEGRATION.
- C. WORKING WITH PARISH TO DETERMINE IF ADEQUATE WIRING FOR PHYSICAL CREDIT CARD PROCESSING EQUIPMENT IS ALREADY IN PLACE AND WORK WITH EXISTING PARISH VENDORS TO ARRANGE INSTALLATION OF WIRING IF NOT CURRENTLY IN PLACE. WIRING REQUIREMENTS CAN INCLUDE ACCESS TO POWER AND ETHERNET CONNECTIONS.

IMPLEMENTATION STEPS AND SCHEDULE (CONT.)

STEP 3

< 20 DAYS

AS THE COMPLETION DATE FOR COMPLETED API INTEGRATION COMES MORE INTO FOCUS, PAYHUB WILL WORK DIRECTLY WITH THE PARISH TO SET SCHEDULE FOR TRAINING PARISH DEPARTMENTS ON USAGE OF PHYSICAL CREDIT CARD PROCESSING EQUIPMENT AS WELL AS THE MERCHANT ACCOUNT MANAGEMENT SOFTWARE.

TRAINING CAN BE PERFORMED BY DEPARTMENT OR IN A MULTI-DEPARTMENT GROUP SETTING AS DESIRED BY THE PARISH. TRAINING WOULD BE CONCLUDED WITHIN TWENTY (20) DAYS BUSINESS DAYS OF FINAL API INTEGRATION.

STEP 4

10 DAYS

IN CONJUNCTION WITH TRAINING, PAYHUB WILL WORK WITH PARISH TO SET OFFICIAL "GO LIVE" DATE WHICH WILL TAKE PLACE WITHIN (10) BUSINESS DAYS OF COMPLETION OF TRAINING. THIS WILL INCLUDE:

- A. COMMUNICATION WITH PARISH VENDORS OF FINAL DATE OF SOFTWARE IMPLEMENTATION.
- B. INSTALLATION OF PHYSICAL CREDIT CARD PROCESSING EQUIPMENT.

AS PREVIOUSLY MENTIONED, WE CAN BE ON-SITE OR REMOTE AND CAN BE DETERMINED BY PARISH UPON THE ACCEPTANCE OF THIS PROPOSAL.

THANK YOU.

ON BEHALF OF THE ENTIRE PAYHUB PAYMENTS TEAM, WE WANT TO THANK YOU FOR THE OPPORTUNITY TO POTENTIALLY WORK WITH THE JEFFERSON PARISH.

WE WHOLEHEARTEDLY BELIEVE WE CAN PROVIDE YOU WITH EXACTLY WHAT YOU ARE LOOKING FOR WHILE GIVING YOU THE BEST SERVICE AND EXCELLENT PRICING.

TOGETHER THE TEAM PUT THIS PROPOSAL TOGETHER, AND WE ARE ALL COMMITTED TO BEING THE BEST PAYMENT PROCESSING PROVIDER FOR YOU.

IF YOU HAVE ANY OUTSTANDING QUESTIONS, PLEASE DO NOT HESITATE TO REACH OUT TO US. MY CELL PHONE NUMBER IS LISTED, PLEASE FEEL FREE TO REACH OUT ANYTIME.

WE LOOKING FORWARD TO DISCUSSING THIS MORE WITH YOU.

BEST,



AUSTIN PETERSON AND THE PAYHUB PAYMENTS TEAM

PAYHUB PAYMENTS
O: (855) 572-9482
C: (860) 707-3370

AUSTIN@PAYHUBPAYMENTS.COM
WWW.PAYHUBPAYMENTS.COM

Request for Proposals #0438

Merchant Card Payment Processing Services

SIGNATURE PAGE

The Jefferson Parish Department of Purchasing is soliciting Request for Proposals (RFP'S) from qualified proposers who are interested in providing Merchant Card Payment Processing Services for the Jefferson Parish Finance Department.

Request for Proposals will be received until 3:30 p.m. Local Time on: May, 13, 2022.

Acknowledge Receipt of Addenda: Number: _____
Number: _____
Number: _____
Number: _____
Number: _____
Number: _____

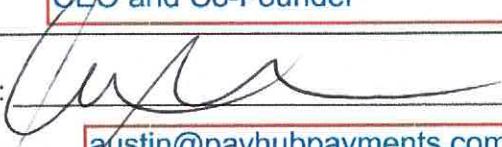
Name of Proposer: PayHub Payment Processing

Address: 200 Fisher Drive
Avon, CT 06001

Phone Number: (855) 572-9482 Fax Number: (860) 606-9669

Type Name of Person Authorized to Sign: Austin Peterson

Title of Person Authorized to Sign: CEO and Co-Founder

Signature of Person Authorized to Sign: 

Email Address of Person Authorized to Sign: austin@payhubpayments.com

Date: May 11, 2022

This RFP signature page must be signed by an authorized Representative of the Company/Firm for proposal to be valid. Signing indicates you have read and comply with the Instructions and Conditions.

Request for Proposal

AFFIDAVIT

STATE OF Louisiana

PARISH/COUNTY OF Jefferson

BEFORE ME, the undersigned authority, personally came and appeared: _____
Austin Peterson, (Affiant) who after being by me duly sworn, deposed and said that he/she
is the fully authorized CEO and Co-Founder of PayHub Payment Processing (Entity), the party
who submitted a proposal in response to RFP Number 0438, to the Parish of Jefferson.

Affiant further said:

Campaign Contribution Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all campaign contributions, including the date and amount of each contribution, made to current or former elected officials of the Parish of Jefferson by Entity, Affiant, and/or officers, directors and owners, including employees, owning 25% or more of the Entity during the two-year period immediately preceding the date of this affidavit or the current term of the elected official, whichever is greater. Further, Entity, Affiant, and/or Entity Owners have not made any contributions to or in support of current or former members of the Jefferson Parish Council or the Jefferson Parish President through or in the name of another person or legal entity, either directly or indirectly.

Choice B X there are **NO** campaign contributions made which would require disclosure under Choice A of this section.

Affiant further said:

Debt Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all debts owed by the affiant to any elected or appointed official of the Parish of Jefferson, and any and all debts owed by any elected or appointed official of the Parish to the Affiant.

Choice B X _____ There are **NO** debts which would require disclosure under Choice A of this section.

Affiant further said:

Solicitation of Campaign Contribution Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Attached hereto is a list of all elected officials of the Parish of Jefferson, whether still holding office at the time of the affidavit or not, where the elected official, individually, either by **telephone or by personal contact**, solicited a campaign contribution or other monetary consideration from the Entity, including the Entity's officers, directors and owners, and employees owning twenty-five percent (25%) or more of the Entity, during the two-year period immediately preceding the date the affidavit is signed. Further, to the extent known to the Affiant, the date of any such solicitation is included on the attached list.

Choice B X _____ there are **NO** solicitations for campaign contributions which would require disclosure under Choice A of this section.

Affiant further said:

That Affiant has employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for Affiant; and

That no part of the contract price received by Affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the Affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for Affiant.


Affiant further said:

Subcontractor Disclosures

(Choose A or B, if option A is indicated please include the required attachment):

Choice A _____ Affiant further said that attached is a listing of all subcontractors, excluding full time employees, who may assist in providing professional services for the aforementioned RFP.

Choice B X _____ There are **NO** subcontractors which would require disclosure under Choice A of this section.




Signature of Affiant

Austin Peterson

Printed Name of Affiant

SWORN AND SUBSCRIBED TO BEFORE ME

ON THE 10 DAY OF May, 2022



Notary Public

Jeane Loughitz

Printed Name of Notary

Notary Bar Roll Number _____

My commission expires 5/31/2023

State Farm Fire and Casualty Company
Office Policy
Prepared: May 9, 2022

Prepared for: FIRST GLOBAL MERCHANTS LLC
200 FISHER DR
AVON, CT 06001-3792
Phone: (860) 677-5001 (Work)

Prepared by: Ron Huston
51 E Main St
Avon, CT 06001-3821
Phone: (860)678-1032
Email: ron.huston.sbkb@statefarm.com

Quote Effective Date: 05/09/2022

Quote Results

Coverages

	<u>Limit</u>	<u>Premium</u>
Coverage B - Business Personal Property	50,000 - Replacement Cost	337.00
Loss Of Income And Extra Expense	Actual Loss Sustained - 12 Months	
Coverage L - Business Liability - Per Occurrence	1,000,000	92.00
Coverage L - Business Liability - Annual Aggregate Limit	2,000,000	
Products / Completed Operations Liability - Annual Aggregate	2,000,000	
Damage to Premises Rented to You	500,000	10.00
Coverage M - Medical Expenses	10,000	17.00

Policy Deductibles

Basic Deductible	500	8.00
Employee Dishonesty	250	
Equipment Breakdown	500	
Inland Marine Computer Prop	500	
Money and Securities	250	

Discounts and Charges

Enclosed Building Discount		(12.00)
Protective Devices Discount		(17.00)

Extensions of Coverage

Accounts Receivable (Off Premises)	15,000
Accounts Receivable (On Premises)	50,000
Arson Reward	5,000
Back-Up of Sewer or Drain	15,000
Collapse	Included
Damage To Non-Owned Buildings From Theft, Burglary Or Robbery	Coverage B Limit
Debris Removal	25% of covered loss
Dependent Property - Loss of Income	5,000
Employee Dishonesty	10,000
Equipment Breakdown	Included
Fire Department Service Charge	5,000
Fire Extinguisher Systems Recharge Expense	5,000
Forgery Or Alteration	10,000
Glass Expenses	Included
Increased Cost Of Construction And Demolition Costs	10%
Inland Marine Computer Prop	25,000
Inland Marine Computer Property Loss of Income / Extra Expense	25,000

This is a sample quote that contains only a general description of some available coverages and limits with an approximate premium, subject to eligibility. It is not a contract, binder of coverage or coverage recommendation. All coverages are subject to the terms, provisions, exclusions, and conditions in the policy and its endorsements. If information used for rating changes or different rates are effective at the time of policy issuance, this rate quote may be revised. If you have any questions, please contact my office.

Quote Results	Limit	Premium
Money And Securities (Off Premises)	5,000	
Money And Securities (On Premises)	10,000	
Money Orders And Counterfeit Money	1,000	
Newly Acquired Business Personal Property (applies only if this policy provides Coverage B - Business Personal Property)	100,000	
Newly Acquired Or Constructed Buildings (applies only if this policy provides Coverage A - Buildings)	250,000	
Ordinance Or Law - Equipment Coverage	Included	
Outdoor Property	5,000	
Personal Effects (applies only to those premises provided Coverage B - Business Personal Property)	5,000	
Personal Property Off Premises	15,000	
Pollutant Clean Up And Removal	10,000	
Preservation Of Property	30 Days	
Property Of Others (applies only to those premises provided Coverage B - Business Personal Property)	2,500	
Seasonal Increase - Business Personal Property	25%	
Signs	2,500	
Unauthorized Business Card Use	5,000	
Utility Interruption - Loss of Income	30,000	40.00
Valuable Papers and Records (Off Premises)	15,000	
Valuable Papers and Records (On Premises)	50,000	
Water Damage, Other Liquids, Powder Or Molten Material Damage	Included	
Total Annual Premium (Minimum premium applies)		475.00
Monthly Premium (Service charge not included)		39.58

Rating Information**Location 1 - First Global**

Address: 200 Fisher Dr
Avon, CT 06001-3792

County: Hartford

Is this address inside the city limits: Yes

Earthquake zone: 04

Occupancy / Ownership: Tenant

Type of business: 800 - Accounting Services

Year built: 2000

Number of years the applicant has owned and operated the same type of insured business: 0

Construction: Frame

Territory Zone: 06

Subzone: 02

Total Adjusted Square Feet: 1400

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Attachment "C"
Addendum #1

Debarment/Suspension Form

DEBARMENT/SUSPENSION CERTIFICATION

Debarment:

Federal Executive Order (E.O.) 12549 "Debarment" requires that all contractors receiving individual awards, using federal funds, and all subrecipients certify that the organization and its principals are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency from doing business with the Federal Government. By signing this document you certify that your organization and its principals are not debarred. Failure to comply or attempts to edit this language may disqualify your bid. Information on debarment is available at the following websites: www.sam.gov and <https://acquisition.gov/far/index.html> see section 52.209-6.

Your signature certifies that neither you nor your principal is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

Austin Peterson, CEO and Co-Founder

(Name and Title of bidder's official)

Payhub Payments

(Name of bidder/company)

200 Fisher Drive

(Address)

Avon, CT 06001

(Address)

PHONE 855-572-9482 FAX 860-606-9669

EMAIL austin@payhubpayments.com

Austin Peterson

Signature 5/10/2022

Date