# **VENDOR CONTRACT**

Between		_ and
	(Company Name)	

# THE INTERLOCAL PURCHASING SYSTEM (TIPS) For

Online Auction Systems and/or Auctioneer Services

CONTRACT #2102716

# **General Information**

The vendor contract shall include the contract, the terms and conditions, special terms and conditions, any agreed upon amendments, as well as all of the sections of the solicitation and the awarded vendor's proposal. Once signed, if an awarded vendor's proposal varies or is unclear in any way from the TIPS contract, TIPS, at its sole discretion, will decide which provision will prevail. Other documents to be included are the awarded vendor's proposals, task orders, purchase orders and any adjustments which have been issued.

The following pages will constitute the contract between the successful vendors(s) and TIPS. Bidders shall state, in a separate writing, and include with their proposal response, any required exceptions or deviations from these terms, conditions, and specifications. If agreed to by TIPS, they will be incorporated into the final contract.

The Vendor Contract ("Contract") made and entered into by and between The Interlocal Purchasing System (hereinafter referred to as "TIPS" respectfully) a government cooperative purchasing program authorized by the Region VIII Education Service Center, having its principal place of business at 4845 US Hwy 271 North, Pittsburg, Texas 75686. This contract consists of the provisions set forth below, including provisions of all Attachments referenced herein. In the event of a conflict between the provisions set forth below and those contained in any Attachment, the provisions set forth shall control.

# **Definitions**

**PURCHASE ORDER** is the TIPS member's approval providing the authority to proceed with the negotiated delivery order under the contract. Special terms and conditions as agreed to between the vendor and TIPS member will be added as addendums to the PO. Items such as certificate of insurance, bonding requirements, small or disadvantaged business goals are some of the addendums possible.

**PREMIUM HOURS** are defined as those hours not included in regular hours or recognized holidays. Premium hours are to be approved by the TIPS member for each delivery order and noted in the delivery order proposal as a line item during negotiations.

**REGULAR HOURS** are defined as those hours between the hours of 7 AM and 6 PM Monday thru Friday.

# **Terms and Conditions**

# Freight

All deliveries shall be freight prepaid, F.O.B. destination and shall be included in all pricing offered unless otherwise clearly stated in writing.

# **Warranty Conditions**

All supplies equipment and services shall include manufacturer's minimum standard warranty unless otherwise agreed to in writing. Vendor shall be an authorized dealer, distributor or manufacturer for all products. All equipment proposed shall be new unless clearly stated in writing.

# **Customer Support**

The Vendor shall provide timely and accurate customer support to TIPS members. Vendors shall respond to such requests within one (1) working day after receipt of the request. Vendor shall provide training regarding products and services supplied by the Vendor unless otherwise clearly stated in writing at the time of purchase. (Unless training is a line item sold or packaged and must be purchased with product.)

### Contracts

All contracts and agreements between Vendors and TIPS Members shall strictly adhere to the statutes that are set forth in the Uniform Commercial Code as most recently revised.

Contracts for purchase will normally be put into effect by means of a purchase order(s) executed by authorized agents of the participating government entities.

Davis Bacon Act requirements will be met when Federal Funds are used for construction and/or

### Tax exempt status

repair of buildings.

A taxable item sold, leased, rented to, stored, used, or consumed by any of the following governmental entities is exempted from the taxes imposed by this chapter:(1) the United States; (2) an unincorporated instrumentality of the United States; (3) a corporation that is an agency or instrumentality of the United States and is wholly owned by the United States or by another corporation wholly owned by the United States;(4) the State of Texas; (5) a Texas county, city, special district, or other political subdivision; or (6) a state, or a governmental unit of a state that borders Texas, but only to the extent that the other state or governmental unit

exempts or does not impose a tax on similar sales of items to this state or a political subdivision of this state. Texas Tax Code § 151.309.

### **Assignments of contracts**

No assignment of contract may be made without the prior written approval of TIPS. Payment can only be made to the awarded Vendor or vendor assigned dealer.

### **Disclosures**

- Vendor affirms that he/she has not given, offered to give, nor intends to give at any time hereafter any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant in connection with this contract.
- Vendor shall attach, in writing, a complete description of any and all relationships that might be considered a conflict of interest in doing business with participants in the TIPS program.
- 3. The vendor affirms that, to the best of his/her knowledge, the offer has been arrived at independently, and is submitted without collusion with anyone to obtain information or gain any favoritism that would in any way limit competition or give an unfair advantage over other vendors in the award of this contract.

### **Renewal of Contracts**

The contract is for one (1) year with an option for renewal for 2 consecutive years. Total term of contract can be up to 3 years if sales are reported through the contract and both parties agree.

### **Shipments**

The Vendor shall ship ordered products within five (5) working days after the receipt of the order. If a product cannot be shipped within that time, the Vendor shall notify TIPS and the requesting entity as to why the product has not shipped and shall provide an estimated shipping date, if applicable. TIPS or the requesting entity may cancel the order if estimated shipping time is not acceptable.

### **Invoices**

The Vendor or vendor assigned dealer shall submit invoices, to the TIPS participant. Each invoice shall include the TIPS participant's purchase order number. The shipment tracking number or pertinent information for verification of TIPS participant receipt shall be made available upon request. The Vendor or vendor assigned dealer shall not invoice for partial shipments unless agreed to in writing in advance by TIPS and the TIPS participant.

# **Payments**

The TIPS participant will make payments directly to the Vendor or vendor assigned dealer at net 30 days after receiving invoice.

### **Pricing**

The Vendor contracts to provide pricing to TIPS and its participating governmental entities that is the lowest pricing available to like cooperative purchasing customers and the pricing shall remain so throughout the duration of the contract.

The Vendor agrees to promptly lower the cost of any product purchased through TIPS following a reduction in the manufacturer or publisher's direct cost to the Vendor. Price increases will be honored. However, the Vendor shall honor previous prices for thirty (30) days after written notification to TIPS of an increase.

All pricing submitted to TIPS shall include the participation fee to be remitted to TIPS by the Vendor. Vendor will not show adding the fee to the invoice presented to customer. The normal fee is 2%, but can be negotiated with the Vendor.

# **Participation Fees**

Vendor or vendor assigned dealer contracts to pay the participation fee for all contract sales to TIPS on a monthly scheduled report. Vendor must login to the TIPS database and use the "Submission Report" section to report sales. The Vendor or vendor assigned dealers are responsible for keeping record of all sales that go through the TIPS contract. Failure to pay the participation fee will result in termination of contract. Please contact TIPS at tips@tips-usa.com or call (866) 839-8477 if you have questions about paying fees.

# Indemnity

- 1. Indemnity for Personality Contracts. Vendor agrees to indemnify and hold harmless and defend TIPS, TIPS member(s), officers and employees, from and against all claims and suits for damages, injuries to persons (including death), property damages, losses, and expenses including court costs and attorney's fees, arising out of, or resulting from, Vendor's performance of this contract, including all such causes of action based upon common, constitutional, or statutory law, or based in whole or in part, upon allegations of negligent or intentional acts on the part of the Vendor, its officers, employees, agents, subcontractors, licensees, invitees, whether or not such claims are based in whole or in part upon the negligent acts or omissions of the TIPS, TIPS member(s), officers, employees, or agents.
- 2. Indemnity for Performance Contracts. The Vendor agrees to indemnify and hold harmless and defend TIPS, TIPS member(s), officers and employees from and against all claims and suits for damages, injuries to persons (including death), property damages, losses, and expenses including court costs and attorney's fees, arising out of, or resulting from, Vendor's work under this contract, including all such causes of action based upon common, constitutional, or statutory law, or based in whole or in part, upon allegations of negligent or intentional acts on the part of the Vendor, its officers, employees, agents, subcontractors, licensees, or invitees. Vendor further agrees to indemnify and

hold harmless and defend TIPS, TIPS member(s), officers and employees, from and against all claims and suits for injuries (including death) to an officer, employee, agent, subcontractor, supplier or equipment lessee of the Vendor, arising out of, or resulting from, Vendor's work under this contract whether or not such claims are based in whole or in part upon the negligent acts or omissions of the TIPS, TIPS member(s), officers, employees, or agents.

# Attorney's Fees--Texas Local Government Code § 271.159 is expressly referenced.

Pursuant to §271.159, Texas Loc. Gov'T Code, in the event that any one of the Parties is required to obtain the services of an attorney to enforce this Agreement, the prevailing party, in addition to other remedies available, shall be entitled to recover reasonable attorney's fees and costs of court.

# **Multiple Vendor Awards**

TIPS reserves the right to award multiple vendor contracts for categories when deemed in the best interest of the TIPS membership. Bidders scoring 80% or above will be considered for an award. Categories are established at the discretion of TIPS.

### State of Texas Franchise Tax

By signature hereon, the bidder hereby certifies that he/she is not currently delinquent in the payment of any franchise taxes owed the State of Texas under Chapter 171, Tax Code.

# Miscellaneous

The Vendor acknowledges and agrees that continued participation in TIPS is subject to TIPS sole discretion and that any Vendor may be removed from the participation in the Program at any time with or without cause. Nothing in the contract or in any other communication between TIPS and the Vendor may be construed as a guarantee that TIPS participants will submit any orders at any time. TIPS reserves the right to request additional proposals for items already on contract at any time.

# **Purchase Order Pricing/Product Deviation**

If a deviation of pricing/product on a purchase order occurs, TIPS is to be notified within 24 hours of receipt of order.

# Cancellation for non-performance or contract deficiency

TIPS may terminate any contract if TIPS Members have not used the contract, or if purchase volume is determined to be "low volume" in any 12-month period. TIPS reserves the right to cancel the whole or any part of this contract due to failure by awarded vendor to carry out any obligation, term or condition of the contract. TIPS may issue a written deficiency notice to awarded vendor for acting or failing to act in any of the following:

o Providing material that does not meet the specifications of the contract;

- Providing work and/or material that was not awarded under the contract;
- Failing to adequately perform the services set forth in the scope of work and specifications;
- Failing to complete required work or furnish required materials within a reasonable amount of time;
- Failing to make progress in performance of the contract and/or giving TIPS reason to believe that awarded vendor will not or cannot perform the requirements of the contract; and/or
- Performing work or providing services under the contract prior to receiving a TIPS reviewed purchase order for such work.

Upon receipt of the written deficiency, awarded vendor shall have ten (10) days to provide a satisfactory response to TIPS. Failure to adequately address all issues of concern may result in contract cancellation. Upon cancellation under this paragraph, all goods, materials, work, documents, data and reports prepared by awarded vendor under this contract shall become the property of the TIPS Member on demand.

# **TIPS Member Purchasing Procedures**

Purchase orders are issued by participating TIPS member to the awarded vendor indicating on the PO "Contract Number". Purchase Order is emailed to TIPS at tipspo@tips-usa.com.

- Awarded vendor delivers goods/services directly to the participating member.
- Awarded vendor invoices the participating TIPS member directly.
- Awarded vendor receives payment directly from the participating member.
- Awarded vendor reports sales monthly to TIPS (unless prior arrangements have been made with TIPS to report monthly).

### Form of Contract

The form of contract for this solicitation shall be the Request for Proposal, the awarded proposal(s) and best and final offer(s), and properly issued and reviewed purchase orders referencing the requirements of the Request for Proposals. If a vendor submitting an offer requires TIPS and/or TIPS Member to sign an additional agreement, a copy of the proposed agreement must be included with the proposal.

Vendor contract documents: TIPS will review proposed vendor contract documents. Vendor's contract document shall not become part of TIPS's contract with vendor unless and until an authorized representative of TIPS reviews and approves it.

### Licenses

Awarded vendor shall maintain in current status all federal, state and local licenses, bonds and permits required for the operation of the business conducted by awarded vendor. Awarded vendor shall remain fully informed of and in compliance with all ordinances and regulations pertaining to the lawful provision of services under the contract. TIPS reserves the right to stop

work and/or cancel contract of any awarded vendor whose license(s) expire, lapse, are suspended or terminated.

### **Novation**

If awarded vendor sells or transfers all assets or the entire portion of the assets used to perform this contract, a successor in interest must guarantee to perform all obligations under this contract. TIPS reserves the right to accept or reject any new party. A simple change of name agreement will not change the contractual obligations of awarded vendor.

# Site Requirements (when applicable to service or job)

Cleanup: Awarded vendor shall clean up and remove all debris and rubbish resulting from their work as required or directed by TIPS Member. Upon completion of work, the premises shall be left in good repair and an orderly, neat, clean and unobstructed condition.

Preparation: Awarded vendor shall not begin a project for which TIPS Member has not prepared the site, unless awarded vendor does the preparation work at no cost, or until TIPS Member includes the cost of site preparation in a purchase order.

Site preparation includes, but is not limited to: moving furniture, installing wiring for networks or power, and similar pre-installation requirements.

Registered sex offender restrictions: For work to be performed at schools, awarded vendor agrees that no employee of a sub-contractor who has been adjudicated to be a registered sex offender will perform work at any time when students are or reasonably expected to be present. Awarded vendor agrees that a violation of this condition shall be considered a material breach and may result in the cancellation of the purchase order at the TIPS Member's discretion.

Awarded vendor must identify any additional costs associated with compliance of this term. If no costs are specified, compliance with this term will be provided at no additional charge. Safety measures: Awarded vendor shall take all reasonable precautions for the safety of employees on the worksite, and shall erect and properly maintain all necessary safeguards for protection of workers and the public. Awarded vendor shall post warning signs against all hazards created by the operation and work in progress. Proper precautions shall be taken pursuant to state law and standard practices to protect workers, general public and existing structures from injury or damage.

### Smoking

Persons working under contract shall adhere to local smoking policies. Smoking will only be permitted in posted areas or off premises.

# **Invoices**

The awarded vendor shall submit invoices to the participating entity clearly stating "Per TIPS Contract". The shipment tracking number or pertinent information for verification shall be made available upon request.

# Marketing

Awarded vendor agrees to allow TIPS to use their name and logo within website, marketing materials and advertisement. Any use of TIPS name and logo or any form of publicity, inclusive of press release, regarding this contract by awarded vendor must have prior approval from TIPS.

# **Supplemental agreements**

The entity participating in the TIPS contract and awarded vendor may enter into a separate supplemental agreement to further define the level of service requirements over and above the minimum defined in this contract i.e. invoice requirements, ordering requirements, specialized delivery, etc. Any supplemental agreement developed as a result of this contract is exclusively between the participating entity and awarded vendor. TIPS, its agents, TIPS members and employees shall not be made party to any claim for breach of such agreement.

### **Survival Clause**

All applicable software license agreements, warranties or service agreements that were entered into between Vendor and Customer under the terms and conditions of the Contract shall survive the expiration or termination of the Contract. All Purchase Orders issued and accepted by Order Fulfiller shall survive expiration or termination of the Contract.

# **Legal obligations**

It is the responding vendor's responsibility to be aware of and comply with all local, state and federal laws governing the sale of products/services identified in this RFP and any awarded contract thereof. Applicable laws and regulations must be followed even if not specifically identified herein.

### **Audit rights**

Awarded Vendor shall, at their sole expense, maintain appropriate due diligence of all purchases made by TIPS Member that utilizes this Contract. TIPS and Region 8 ESC each reserve the right to audit the accounting for a period of three (3) years from the time such purchases are made. This audit right shall survive termination of this Agreement for a period of one (1) year from the effective date of termination. TIPS shall have authority to conduct random audits of Awarded Vendor's pricing that is offered to TIPS Members. Notwithstanding the foregoing, in the event that TIPS is made aware of any pricing being offered to eligible entities that is materially inconsistent with the pricing under this agreement, TIPS shall have the ability to conduct the audit internally or may engage a third-party auditing firm. In the event of an audit, the requested materials shall be provided in the format and at the location designated by Region 8 ESC or TIPS.

### **Force Majeure**

If by reason of Force Majeure, either party hereto shall be rendered unable wholly or in part to carry out its obligations under this Agreement then such party shall give notice and fully particulars of Force Majeure in writing to the other party within a reasonable time after occurrence of the event or cause relied upon, and the obligation of the party giving such notice, so far as it is affected by such Force Majeure, shall be suspended during the continuance of the inability then claimed, except as hereinafter provided, but for no longer period, and such party shall endeavor to remove or overcome such inability with all reasonable dispatch.

### Services

When applicable, performance bonds will be required on construction or labor required jobs over \$100,000 and payment bonds on jobs over \$25,000 or awarded vendor will meet the TIPS member's local and state purchasing requirements. Awarded vendors may need to provide additional capacity as jobs increase. Bonds will not require that a fee be paid to TIPS. The actual cost of the bond will be a pass through to the TIPS member and added to the purchase order.

# **Scope of Services**

The specific scope of work for each job shall be determined in advance and in writing between TIPS Member and Awarded vendor. It is okay if the TIPS member provides a general scope, but the awarded vendor should provide a written scope of work to the TIPS member as part of the proposal. Once the scope of the job is agreed to, the TIPS member will issue a PO with the estimate referenced as an attachment along with bond and any other special provisions agreed to for the TIPS member. If special terms and conditions other than those covered within this solicitation and awarded contracts are required, they will be attached to the PO and shall take precedence over those in the base contract.

# **Project Delivery Order Procedures**

The TIPS member having approved and signed an interlocal agreement, or other TIPS membership document, may make a request of the awarded vendor under this contract when the TIPS member has services that need to be undertaken. Notification may occur via phone, the web, email, fax, or in person.

Upon notification of a pending request, the awarded vendor shall make contact with the TIPS member as soon as possible, but must make contact with the TIPS member within two working days.

# **Scheduling of Projects**

Scheduling of projects (if applicable) will be accomplished when the TIPS member issues a purchase order that will serve as "the notice to proceed". The period for the delivery order will include the mobilization, materials purchase, installation and delivery, design, weather, and site cleanup and inspection. No additional claims may be made for delays as a result of these items. When the tasks have been completed the awarded vendor shall notify the client and have the TIPS member inspect the work for acceptance under the scope and terms in the PO. The TIPS

member will issue in writing any corrective actions that are required. Upon completion of these items, the TIPS member will issue a completion notice and final payment will be issued.

# **Support Requirements**

If there is a dispute between the awarded vendor and TIPS member, TIPS or its representatives will assist in conflict resolution or third party (mandatory mediation), if requested by either party. TIPS, or its representatives, reserves the right to inspect any project and audit the awarded vendors TIPS project files, documentation and correspondence.

# **Special Terms and Conditions**

It is the intent of TIPS to contract with a reliable, high performance vendor to supply products and services to government and educational agencies. It is the experience of TIPS that the following procedures provide TIPS, the Vendor, and the participating agency the necessary support to facilitate a mutually beneficial relationship. The specific procedures will be negotiated with the successful vendor.

- **Contracts:** All vendor purchase orders must be emailed to TIPS at tipspo@tips-usa.com. Should an agency send an order direct to vendor, it is the vendor's responsibility to forward the order to TIPS at the email above within 24 business hours and confirm its receipt with TIPS.
- <u>Promotion of Contract</u>: It is agreed that Vendor will encourage all eligible entities to
  purchase from the TIPS Program. Encouraging entities to purchase directly from the Vendor
  and not through TIPS contract is not acceptable to the terms and conditions of this contract
  and will result in removal of Vendor from Program. Vendor is expected to use marketing
  funds for the marketing and promotion of this contract.
- <u>Daily Order Confirmation</u>: All contract purchase orders will be approved daily by TIPS and sent to vendor. The vendor must confirm receipt of orders to the TIPS member (customer) within 24 business hours.
- <u>Vendor custom website for TIPS</u>: If Vendor is hosting a custom TIPS website, then updated pricing must be posted by 1<sup>st</sup> of each month.
- <u>Back Ordered Products</u>: If product is not expected to ship within 3 business days, customer is to be notified within 24 hours and appropriate action taken based on customer request.

# Check one of the following responses to the General Terms and Special Terms and Conditions: ( ) We take no exceptions/deviations to the general and/or special terms and conditions. (Note: If none are listed below, it is understood that no exceptions/deviations are taken.) ( ) We take the following exceptions/deviations to the general and/or special terms and conditions. All exceptions/deviations must be clearly explained. Reference the corresponding general or special terms and conditions that you are taking

exceptions/deviations to. The proposer must clearly state if you are adding additional terms and conditions to the general or special terms and conditions. Provide details on

your exceptions/deviations below:

Exceptions:	

# The Interlocal Purchasing System (TIPS Cooperative) Supplier Response

Bid Information		Contact Information		Ship to Information
Bid Creator  Email Phone Fax  Bid Number Title  Bid Type Issue Date Close Date Need by Date	Karen Walton Internal Support Specialist Karen.Walton@tips-usa.com (903) 575-2761 (866) 929-4402 2102716 Online Auction Systems and/or Auctioneer Services RFP 8/1/2016 08:01 AM (CT) 9/9/2016 03:00:00 PM (CT)	Address  Contact  Department Building  Floor/Room Telephone Fax Email		Address  Contact  Department Building  Floor/Room Telephone Fax Email
Supplier Inforn	nation			
Company Address  Contact Department Building Floor/Room Telephone Fax Email Submitted Total  By submitting y	GovDeals, Inc. 100 Capitol Commerce Blvd. Suite 110 Montgomery, AL 36117  1 (800) 6130156 4 1 (334) 3870519  9/9/2016 11:34:35 AM (CT) \$0.00  your response, you certify that you	ou are authori:	zed to represent and bind	your company.
Signature Ro	ger Gravley		Email vendo	r@govdeals.com
Supplier Notes	3			
Bid Notes				
Bid Activities				
Bid Messages				

#	ase review the following and respond  Name	Note	Response
1	Yes - No	Disadvantaged/Minority/Women Business Enterprise - D/M/WBE (Required by some participating governmental entities) Vendor certifies that their firm is a D/M/WBE? Vendor must upload proof of certification to the "Response Attachments" D/M/WBE CERTIFICATES section.	No
2	Yes - No	Highly Underutilized Business - HUB (Required by some participating governmental entities) Vendor certifies that their firm is a HUB? Vendor must upload proof of certification to the "Response Attachments" HUB CERTIFICATES section.	No
3	Yes - No	The Vendor can provide services and/or products to all 50 US States?	Yes
1	States Served:	If answer is NO to question #3, please list which states can be served. (Example: AR, OK, TX)	
5	Company and/or Product Description:	This information will appear on the TIPS website in the company profile section, if awarded a TIPS contract. (Limit 750 characters.)	GovDeals provides a turnkey approach to selling government surplus assets via our online auction marketplace, www.GovDeals.com, with as many service offerings as are available in the industry. The GovDeals platform and service include: - Self-service functionality with unlimited users - Real-time reporting tools - Extensive marketing outreach to targeted bidders - Hands-on training for as many employees as desired - On-site assistance posting auction at implementation - Personal service with 24/7 on-call availability - Online payment collection service with 3-10 day remittance (optional)  Assets sold on GovDeals.com include vehicles, heavy equipment, furnishings, computers, office equipment, and all other surplus government-owned assets.
6	Primary Contact Name	Primary Contact Name	Roger Gravley
7	Primary Contact Title	Primary Contact Title	President
8	Primary Contact Email	Primary Contact Email	rgravley@govdeals.com
9	Primary Contact Phone	Enter 10 digit phone number. (No dashes or extensions) Example: 8668398477	3343870460
10	Primary Contact Fax	Enter 10 digit phone number. (No dashes or extensions) Example: 8668398477	3343870519
11	Primary Contact Mobile	Enter 10 digit phone number. (No dashes or extensions) Example: 8668398477	3344672411
12	Secondary Contact Name	Secondary Contact Name	Alicia Andrews

13	Secondary Contact Title	Secondary Contact Title	Senior Proposal Writer
14	Secondary Contact Email	Secondary Contact Email	vendor@govdeals.com
15	Secondary Contact Phone	Enter 10 digit phone number. (No dashes or extensions) Example: 8668398477	3342743846
16	Secondary Contact Fax	Enter 10 digit phone number. (No dashes or extensions) Example: 8668398477	3343870519
17	Secondary Contact Mobile	Enter 10 digit phone number. (No dashes or extensions) Example: 8668398477	
18	Admin Fee Contact Name	Admin Fee Contact Name. This person is responsible for paying the admin fee to TIPS.	Christy Logan
19	Admin Fee Contact Email	Admin Fee Contact Email	clogan@govdeals.com
20	Admin Fee Contact Phone	Enter 10 digit phone number. (No dashes or extensions) Example: 8668398477	3344620414
21	Purchase Order Contact Name	Purchase Order Contact Name. This person is responsible for receiving Purchase Orders from TIPS.	Beth Davis
22	Purchase Order Contact Email	Purchase Order Contact Email	accounting@govdeals.com
23	Purchase Order Contact Phone	Enter 10 digit phone number. (No dashes or extensions) Example: 8668398477	3344671844
24	Company Website	Company Website (Format - www.company.com)	www.govdeals.com
25	Federal ID Number:	Federal ID Number also known as the Employer Identification Number. (Format - 12-3456789)	63-1241096
26	Primary Address	Primary Address	100 Capitol Commerce Blvd., Suite 110
26 27	Primary Address City	Primary Address City	•
	·	, and the second	110
27	Primary Address City	Primary Address City	Montgomery
27 28	Primary Address City Primary Address State	Primary Address City Primary Address State (2 Digit Abbreviation)	Montgomery AL
27 28 29	Primary Address City Primary Address State Primary Address Zip	Primary Address City  Primary Address State (2 Digit Abbreviation)  Primary Address Zip  Please list search words to be posted in the TIPS database about your company that TIPS website users might search. Words may be product names, manufacturers, or other words associated with the category of award. YOU MAY NOT LIST NON-CATEGORY ITEMS. (Limit 500 words) (Format:	Montgomery  AL  36117  auction, auction services, auctioneer, surplus, reallocation,

33	Company Residence (City)	Vendor's principal place of business is in the city of?	Montgomery
34	Company Residence (State)	Vendor's principal place of business is in the state of?	AL
35	Felony Conviction Notice:	(Required by the State of Texas) My firm is, as outlined on PAGE 5 in the Instructions to Bidders document: (Questions 36 - 37)	(No Response Required)
36	Yes - No	A publicly held corporation; therefore, this reporting requirement is not applicable?	Yes
37	Yes - No	Is owned or operated by individual(s) who has/have been convicted of a felony? If answer is YES, a detailed explanation of the name(s) and conviction(s) must be uploaded to the "Response Attachments" FELONY CONVICTION section.	No
38	Pricing Information:	Pricing information section. (Questions 39 - 42)	(No Response Required)
39	Yes - No	In addition to the typical unit pricing furnished herein, the Vendor agrees to furnish all current and future products at prices that are proportionate to Dealer Pricing. If answer is NO, include a statement detailing how pricing for TIPS participants would be calculated in the PRICING document that is uploaded to the "Response Attachments" PRICING section.	Yes
40	Yes - No	Pricing submitted includes the TIPS administration fee?	Yes
41	Yes - No	Vendor agrees to remit to TIPS the required administration fee?	Yes
42	Yes - No	Additional discounts to TIPS members for bulk quantities or scope of work?	Yes
43	Start Time	Average start time after receipt of customer order is working days?	10
44	Years Experience	Company years experience in this category?	16
45	Resellers:	Does the vendor have resellers that it will name under this contract? (If applicable, vendor should download the Reseller/Dealers spreadsheet from the Attachments section, fill out the form and submit the document in the "Response Attachments" RESELLERS section.	No
46	Prices are guaranteed for?	(Month(s), Year(s), or Term of Contract) (Standard term is "Term of Contract")	Term of Contract

Line Items		
	Response Total:	\$0.00

# Federal Requirements for Procurement and Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

If the TIPS member anticipate possibly using federal funds for procurement under this potential award and is required to obtain the following compliance assurance.

1. Will you be subcontracting any of your work under this award if you are successful?  (Check one)
YES or NO
2. If yes, do you agree to comply with the following federal requirements? (Check one)
YES or NO
2 CFR §200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.
(a) The non-Federal entity must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are used when possible.
<ul> <li>(b) Affirmative steps must include:</li> <li>(1) Placing qualified small and minority businesses and women's business enterprises on solicitation lists;</li> <li>(2) Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;</li> <li>(3) Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;</li> <li>(4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;</li> <li>(5) Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce; and</li> <li>(6) Requiring the prime contractor, if subcontracts are to be let, to take the affirmative steps listed in paragraphs (1) through (5) of this section.</li> </ul>
GovDeals, Inc.
Name of authorized representative
Signature of authorized representative Royal School
09/08/2016

# SUSPENSION OR DEBARMENT CERTIFICATE

Non-Federal entities are prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose principals are suspended or debarred. Covered transactions include procurement for goods or services equal to or in excess of \$25,000.00. Contractors receiving individual awards for \$25,000.00 or more and all sub-recipients must certify that the organization and its principals are not suspended or debarred.

By submitting this offer and signing this certificate, this bidder:

Certifies that no suspension or disbarment is in place, which would preclude receiving a federally funded contract under the EDGAR, §200.212 Suspension and debarment.

Vendor Name:	GovDeals, Inc.	
Vendor Address:	100 Capitol Commerce Blvd., Suite 110, Montgomery, AL 36117	
Vendor E-mail Addr	vendor@govdeals.com	
Vendor Telephone:_	8006130156	
Authorized Company	y Official's Name:Roger Gravley	
Signature of Compa	ny Official: Royan Sol	
Date:	September 8, 2016	

# FELONY CONVICTION NOTICE

Statutory citation covering notification of criminal history of contractor is found in the Texas Education Code #44.034. Following is an example of a felony conviction notice:

State of Texas Legislative Senate Bill No. 1, Section 44.034, Notification of Criminal History, Subsection (a), states "a person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator of the business entity has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony." Subsection (b) states "a school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract."

# THIS NOTICE IS NOT REQUIRED OF A PUBLICLY-HELD CORPORATION

Complete only one of the three below: A <u>or</u> B <u>or</u> C.

I, the undersigned agent for the firm named below, certify that the information concerning notification of felony convictions has been reviewed by me and the following information furnished is true to the best of my knowledge.

Official:	Roger Gravley
	Print Authorized Company Official's Name
•	is a publicly held corporation; therefore, this reporting requirement is not applicable.
Sign	nature of Authorized Company Official:
<b>B.</b> My firm	is not owned nor operated by anyone who has been convicted of a felony:
Sign	nature of Authorized Company Official:
C. My firm	is owned or operated by the following individual(s) who has/have been convicted of a felony:
Nan	ne of Felon(s):
Deta	ails of Conviction(s):
-	
Sign	nature of Authorized Company Official:

# **CONTRACT Signature Form**

The undersigned hereby proposes and agrees to furnish goods and/or services in compliance with the terms, specifications and conditions at the prices quoted unless noted in writing. The undersigned further certifies that he or she is an authorized agent of the company and has authority to negotiate and contract for the company named below.

Company Name:	GovDeals, Inc.		
Mailing Address:	100 Capitol Commerce Blvd., Suite 110		
City:	Montgomery		
State:	AL		
Zip:	36117		
Telephone Number:	(800) 613-0156		
Fax Number:	(334) 387-0519		
Email Address:	vendor@govdeals.com	-	
Authorized Signature: Printed Name: Position:	Roger Gravley  President	<u>.</u>	
honor the participation be grounds for termina	tal TERM of one year with the option of two and fee for any sales made based on the TIPS condition of contract and will affect the award of fure the Barton.	tract. Failure to pay the fee will	
TIPS Authorized Signat	ure	Date	
Approved by Region Vi	Nazne Fitts	October 27, 2016  Date	
White area by Wellou A	III LOC	Date	

# References

# \*\* Must have at least 3 References. References must be School, City, County, University, State Agency or Other Government.

Organization	City	State	Contact Name
Lewisville Independent School District	Lewisville	TX	Carlos Moreno
Round Rock Independent School District	Round Rock	TX	Scott Elliott
North East Independent School District	San Antonio	TX	Art Suarez
Eanes Independent School District	Austin	TX	John Gilbreath
City of Schertz	Schertz	TX	Jerry McFarland
City of Live Oak	Live Oak	TX	Kathy Schobinger
City of Austin - Fleet Services	Austin	TX	Erik Maxey
City of College Station	College Station	TX	Jose Urrutia
City of Galveston	Galveston	TX	David Smith
Galveston County	Galveston	TX	Jim Nolan

Contact Phone 972-350-2694 / auction@lisd.net School 512-464-6977 / scott\_elliott@roundrockisd.org School 210-805-5218 / asuare6@neisd.net School 512-732-9000 / jgilbreath@eanesisd.net School 210-619-1162 / purchasing@schertz.com City 210-653-9140 / kschobinger@liveoaktx.net City 512-978-2632 / charles.maxey@austintexas.gov City 979-764-3552 / jurrutia@cstx.gov City 409-797-3920 / smithdav@cityofgalveston.org City 409-770-5417 / edward.nolan@co.galveston.tx.us County



This proposal is offered in response to the following solicitation: Request for Proposals:

# Online Auction Systems and/or Auctioneer Services

# The Interlocal Purchasing System (TIPS)

**Region VIII Education Service Center** 

Due September 9, 2016

Point of Contact:

Roger Gravley, President

# GovDeals, Inc.

Providing government-exclusive online auction services since 2001

www.GovDeals.com

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# GovDeals. S A Liquidity Services Marketplace

# GovDeals, Inc.

Providing government-exclusive online auction services since 2001

100 Capitol Commerce Blvd., Suite 110, Montgomery, AL 36117 Roger Gravley, President rgravley@govdeals.com | 1-800-613-0156 Ext. 4460

September 8, 2016

Kim Thompson, TIPS Office Manager c/o Region VIII Education Service Center 4845 U.S. Highway 271 North Pittsburg, TX 75686

Reference: RFP for Online Auction Systems and/or Auctioneer Services

# Dear Ms. Thompson and Evaluation Committee:

As The Interlocal Purchasing System and Region VIII Education Service Center prepare to re-evaluate options to liquidate Members' surplus equipment and supplies, I invite you to explore the benefits of utilizing GovDeals' richly featured online government surplus auction model to sell some or all of your

surplus assets. Over 9,100 government agencies have shifted some or all of their surplus sales to GovDeals.com, and we are prepared to immediately provide online auction services to liquidate surplus equipment, vehicles, and miscellaneous assets for any and all TIPS Members including Region VIII ESC and its member ISDs.

Utilizing GovDeals' nationwide auction platform will undoubtedly drive MINNESOTA

Open Minnesota

Monada

Open Mona

More than 545,000 active GovDeals bidders in the U.S.

increased revenue for your assets, improve efficiency for your staff, and seamlessly provide a public audit trail of each auctioned asset. In head-to-head tests with other online and on-site auction vendors, GovDeals consistently generates significantly higher net sales, after all costs.

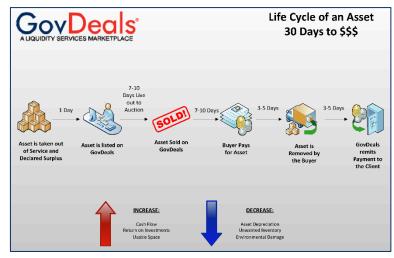
GovDeals specializes in obtaining the highest possible auction sale prices for all types of government-owned assets, including end-of-life furnishings and computers, as well as out-of-service buses, heavy equipment, and passenger vehicles. We have included a sampling of results on **Page 7**.

With 16 years of experience and over 9,100 government clients across the U.S. and Canada, we are confident in our ability to successfully sell all of your surplus assets via our auction website, bringing the highest potential return to your Members. Our website, <a href="www.GovDeals.com">www.GovDeals.com</a>, is the most heavily trafficked government auction resource in the nation, according to independent data from comScore/Compete. A chart from this third-party analyst illustrating the web traffic of GovDeals in comparison with other auction vendors is shown on <a href="Page 28">Page 28</a>.

GovDeals' business model is as simple as it is unique: In support of our self-service platform, the foundation of our company is our local staffing that provides direct service, local knowledge, best practices, and on-call assistance for our clients. A dedicated local team of GovDeals staff members will be assigned to serve TIPS Members. We back up this hands-on relationship with robust and experienced staffing in all functional departments, including Marketing, Accounting, Bidder Services, and Client Help Desk. GovDeals' clients, including the references provided on *Pages 8-10*, can verify the value our

platform brings to their surplus liquidation processes, and they can vouch that GovDeals is willing to offer customized services to meet specific needs.

As you evaluate GovDeals as a respondent to this solicitation, you may have more than one company presenting a compelling case for consideration. It is our hope that your Evaluation Committee will find the following to be difference-making factors proving the Total Value of GovDeals' service:



- After 16 years and more than \$1.3 billion in sales, GovDeals remains focused on one thing: providing the absolute best net sales results after all costs for everything your Members need to liquidate. This is our only business!
- We have a large and experienced staff to serve TIPS Members, including three experienced employees in Texas, as well as direct access to accounting, marketing, bidder services, and management.
- GovDeals is designed to ensure maximum transparency to government sellers, to bidders, and to the general public. Each Member will have the ability to view a detailed bid history of its auctions at any time during the auction or after its close, and the current high bid price-to-date is always displayed on the auction page. Completed auctions can be accessed by the general public for one full year post-auction.
- GovDeals may or may not offer the lowest fee proposal, but we will undoubtedly achieve the highest net auction results (auction proceeds minus overhead, fees, and any other costs) when compared to any competitor providing an on-site auction event and/or online auction services.

Thank you for considering forming a relationship with GovDeals for your surplus liquidation needs. As President of GovDeals, I know I speak for our entire team when I express how much we value this opportunity to potentially serve Region VIII Education Service Center and other TIPS Members. We will work hard to exceed your expectations and to be individually and collectively accountable for making this happen if awarded.

At your convenience, our management team and your local representatives will gladly provide an on-site or webinar demonstration to illustrate the particulars of our solution and answer any questions you may have. Please do not hesitate to contact me if you would like any additional details regarding our service.

Very respectfully submitted,

Roger Gravley, President

rgravley@govdeals.com | Cell: 334-467-2411 | Office: 1-800-613-0156 Ext. 4460

# 1. History/Experience with Internet Auctioning

GovDeals is committed to providing a turnkey approach to selling government surplus assets via our online auction marketplace, <a href="www.GovDeals.com">www.GovDeals.com</a>, with as many service offerings as are available in the industry. In addition to our robust auction website, the GovDeals platform and service include, at no additional cost:

- Self-service functionality with unlimited users
- Real-time reporting tools with secure account
- Extensive marketing outreach to bidders
- Hands-on training for as many employees as desired
- On-site assistance posting auctions at implementation
- Personal service with 24/7 on-call availability
- Online payment collection service with 3-10 day remittance

GovDeals has 16 years of experience selling surplus government goods via online auction, including the disposition of vehicles, heavy equipment, furnishings, computers, books, unclaimed/abandoned/seized property, office equipment, and all other surplus items. Since our founding in 1999, more than \$1.3 billion in government-owned assets have been sold on GovDeals.com, including Texas governments earning \$60 million in liquidated revenue. Additionally, GovDeals has the largest bidder base of any online government surplus auction vendor, recently surpassing 545,000 registered and verified bidders (23,700 active bidders in the State of Texas). Together with our parent company's linked reverse supply chain marketplaces, GovDeals has the capability to expose TIPS Members' surplus auctions to as many as 3 million bidders worldwide.

GovDeals provides thorough training and ongoing support to facilitate government entities' management of their own auctions. Our platform is designed to be utilized on an as-needed basis in order for our 9,100 government sellers to operate on their own schedules and at their own pace. We have initiated and continue to refine complex programs for numerous large clients to meet their immediate and long-term objectives. GovDeals is aware of the difficulties that can be encountered during the process of liquidating surplus property, and we have all the necessary tools and experienced personnel to mitigate any issues that might be encountered during the implementation and ongoing delivery of online auction services.

Properly managing the sale of government assets and ensuring maximum ROI requires a great deal of knowledge and expertise. Although our platform is designed for the efficiency of self-service, GovDeals is committed to sharing our strategy knowledge with TIPS Members through very interactive and handson service. We combine an easy-to-use website, a large audience of targeted bidders, knowledge and innovation of auction best practices, a robust marketing program, and a history of compliance with government requirements and regulations, to offer a service that is unequaled by other vendors.

With our original management team continuing to run the business, GovDeals now has over 75 direct full-time employees, with more than half working remotely from the field in order to best serve clients in their local areas. This includes 3 GovDeals representatives in the State of Texas. In addition to this direct staffing, a very agile 10-person IT team, hired and developed by GovDeals, is responsible for all development, operation, and support of the GovDeals website and system. This team works from GovDeals' Alabama headquarters and is part of a larger IT infrastructure at GovDeals' parent company, Liquidity Services Inc.

GovDeals is the nation's largest and most utilized online auction website for selling government-owned surplus assets, and our company has been supplying online auction services and hands-on support to government agencies since 2001. Our highly efficient and easy-to-use online auction system has maximized efficiencies and revenue for thousands of government agencies through the process of selling



surplus property online. GovDeals currently serves more than 9,100 government clients, including more than 430 local entities in the State of Texas, and more than 990 K-12 school systems nationwide.

Over the past 16 years, government entities throughout the U.S. and Canada have sold over a million assets/lots on GovDeals' auction website for total sales to date surpassing \$1.3 billion. In the past 12 months alone, our clients have sold more than 178,000 assets for sales of \$220 million. This includes more than 38,000 vehicles and 6,100 pieces of heavy equipment.

Pairing our sophisticated and simple auction website with professional marketing outreach and personal service consistently results in overall higher net auction returns for thousands of government entities nationwide. We offer our clients the most comprehensive service model available to public entities, utilizing industry-leading technology, interactive real-

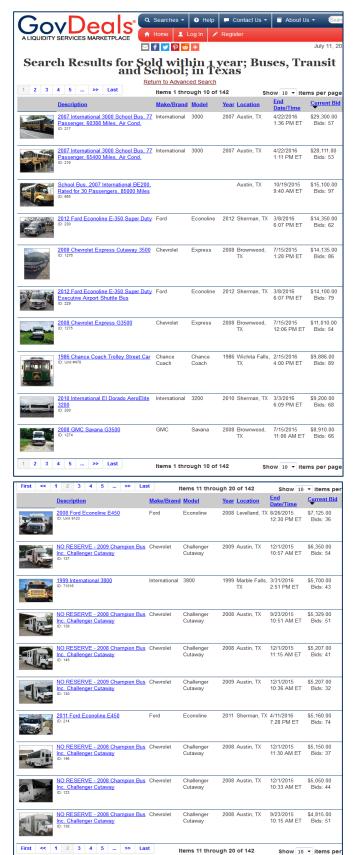
# GovDeals.com Vehicles & Related Assets Sold July 2014-June 2016

Category	# Items	Sold \$
Aircraft/Aviation Parts, Equipment	247	\$9,981,640.13
All Terrain Vehicles	1,006	\$1,911,065.83
Ambulance	650	\$3,908,633.97
Automobiles	24,852	\$40,578,150.74
Automobiles (Classic/Custom)	184	\$1,159,951.41
Automobiles (Restricted Vehicles)	144	\$630,964.02
Boats and Marine Supplies	1,519	\$5,288,639.33
Buses, Transit and School	4,431	\$13,537,448.57
Cranes	143	\$2,553,199.92
Fire Trucks	821	\$8,123,552.88
Forklifts	630	\$1,710,761.88
Garbage Trucks	921	\$14,547,344.05
Equipment, Heavy	3,177	\$40,691,069.23
Miscellaneous Vehicles	345	\$593,071.75
Motor Homes / Travel Trailers	165	\$1,075,867.21
Motorcycles	944	\$2,105,316.38
SUV	6,258	\$16,671,447.03
Sweeper - Street	370	\$4,160,538.56
Trailers	2,602	\$6,248,249.71
Trucks, Heavy Duty 1 ton & over	5,850	\$47,859,261.14
Trucks, Light Duty under 1 ton	13,163	\$37,729,557.07
Vehicle Equipment/Parts	5,466	\$1,832,663.88
Vans	5,750	\$12,671,021.85
	79,638	\$275,569,416.54

time reporting tools, and hands-on customer service, combined with strategic marketing, a large and targeted bidder audience, and an array of user-friendly tools to promote efficiency and obtain the highest returns possible for TIPS Members' surplus property.

The goals described in the TIPS/R8ESC RFP are a great reflection of the business we are in and have been solely focused on building, providing, and continuously improving since 1999. Our intimate knowledge of government processes and challenges contributed to our original platform design and processes, and the lessons we have learned from interactions with government clients throughout the country have helped us fine-tune our platform and services, continuously adapting to meet changing needs. Be assured GovDeals will always listen to feedback and suggestions from our clients, and we will continue to evolve and improve in order to maintain our ability to provide optimum service and results to our current and future clients.





GovDeals invites the TIPS/R8ESC Evaluation Committee to visit our website to review the auction results Texas school systems and other governments have achieved for the sale of school and transit buses during the past 12 months.

# Type this URL:

https://goo.gl/HdGyjn

# or Search at GovDeals:



Region VIII ESC

# **Auction Site References**

# Lewisville Independent School District, TX

Address: 601 E. Purnell Rd., Lewisville, TX 75057

Contact: Carlos Moreno
Phone: 972-350-2694
Email: auction@lisd.net

Client Since: 2009

Total Surplus Sales: \$824,000 (1,736 items sold)

Asset Types Sold: Cafeteria/Kitchen Equipment; Janitorial Equipment;

Computers & Parts; Generators; Exercise Equipment; Music Equipment; School Equipment; Heavy-Duty Trucks;

A/V Equipment; Vans

# Round Rock Independent School District, TX

Address: 16255 S. Great Oaks Dr., Suite 500, Round Rock, TX 78681

Contact: Scott Elliott Phone: 512-464-6977

Email: scott elliott@roundrockisd.org

Client Since: 2006

Total Surplus Sales: \$1.3 million (1,204 items sold)

Asset Types Sold: Computers & Parts; A/V Equipment; School Buses;

Heavy-Duty Trucks; Vans; Printing/Binding Equipment;

Mowing Equipment; Trailers; Woodworking Equipment; Buildings

# North East Independent School District, TX

Address: 8961 Tesoro Dr., Suite 317, San Antonio, TX 78217

Contact: Art Suarez Phone: 201-805-5218

Email: asuare6@neisd.net

Client Since: 2010

Total Surplus Sales: \$742,000 (864 items sold)

Asset Types Sold: HVAC Equipment; School Buses; Computers & Parts;

Cafeteria/Kitchen Equipment; Heavy-Duty & Light-Duty Trucks;

Vans; Tools; Mowing Equipment; Heavy Equipment



# Eanes Independent School District, TX

Address: 207 Eanes School Rd., Austin, TX 78746

Contact: John Gilbreath Phone: 512-732-9000

Email: jgilbreath@eanesisd.net

Client Since: 2008

Total Surplus Sales: \$298,000 (533 items sold)

Asset Types Sold: School Buses; Playground/Park Equipment;

Cafeteria/Kitchen Equipment; Buildings; Vans; A/V Equipment;

Parking Lot/Warehouse Sweepers; Sporting Equipment;

Light-Duty Trucks; Computers & Parts

# City of Schertz, TX

Address: 1400 Schertz Pkwy., Schertz, TX 78154

Contact: Jerry McFarland Phone: 210-619-1162

Email: purchasing@schertz.com

Client Since: 2007

Total Surplus Sales: \$218,000 (823 items sold)

Asset Types Sold: Automobiles; Computers & Parts; Light-Duty Trucks; Motorcycles;

Ambulances; Heavy Equip.; Communication/Electronic Equip.;

Heavy-Duty Trucks; SUVs; Fire & Police Equipment

# City of Live Oak, TX

Address: 8001 Shin Oak Dr., Live Oak, TX 78233

Contact: Kathy Schobinger Phone: 210-653-9140

Email: kschobinger@liveoaktx.net

Client Since: 2012

Total Surplus Sales: \$128,000 (131 items sold)

Asset Types Sold: Mowing Equipment; Light-Duty Trucks; Heavy Equipment;

Furniture; All-Terrain Vehicles; Automobiles; Fire/Police Equipment;

SUVs; Forklifts; Machinery



Region VIII ESC

Address: 1190 Hargrave St., Austin, TX 78702

Contact: Erik Maxey Phone: 512-978-2632

Email: charles.maxey@austintexas.gov

Client Since: 2008

Total Surplus Sales: \$9.6 million (2,888 items sold)

Asset Types Sold: Heavy-Duty Trucks; Automobiles; Heavy Equipment; Light-Duty

Trucks; Garbage Trucks; SUVs; Fire Trucks; Street Sweepers;

Ambulances; Asphalt Equipment

City of College Station, TX

Address: 1101 Texas Ave. S., College Station, TX 77840

Contact: Jose Urrutia
Phone: 979-764-3552
Email: jurrutia@cstx.gov

Client Since: 2011

Total Surplus Sales: \$1.4 million (738 items sold)

Asset Types Sold: Light-Duty Trucks; Heavy-Duty Trucks; Heavy Equipment;

Automobiles; Mowing Equipment; Vans; Communication/

Electronic Equip.; Farm Tractors; SUVs; Fire Trucks

City of Galveston, TX

Address: 502 32<sup>nd</sup> St., Galveston, TX 77550

Contact: David Smith Phone: 409-797-3920

Email: smithdav@cityofgalveston.org

Client Since: 2008

Total Surplus Sales: \$1.2 million (425 items sold)

Asset Types Sold: Automobiles; Heavy-Duty Trucks; Light-Duty Trucks;

Heavy Equipment; Garbage Trucks; Fire Trucks; Transit/School

Buses; Farm Tractors; Scrap Metal; Mowing Equipment

Galveston County, TX

Address: 722 Moody Ave., Suite 5, Galveston, TX 77550

Contact: Jim Nolan Phone: 409-770-5417

Email: edward.nolan@co.galveston.tx.us

Client Since: 2006

Total Surplus Sales: \$1.7 million (732 items sold)

Asset Types Sold: Light-Duty Trucks; Automobiles; Highway Equipment; SUVs;

Boats & Marine Supplies; Farm Tractors; Heavy-Duty Trucks;

Heavy Equipment; Mowing Equipment; Trailers

# 3.

# **Contacting Bidders (Bidder Database)**

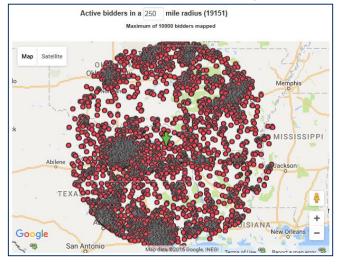
# **Bidder Database**

A key to GovDeals' success with local government agencies' surplus sales is having a large and diverse local, national, and international bidder base. GovDeals currently has more than 545,000 registered and verified active bidders, including over 19,000 within a 250-mile radius of Pittsburg, as illustrated on the maps below. Hundreds of new bidders join GovDeals each and every day!



More than 545,000 active GovDeals bidders in the U.S.





# **Bidder Notifications**

Winning bidders will always receive automatic email notification of auction award (buyer's certificate). Bidders and watchers are also notified in the event an auction they are participating in is withdrawn/reposted or amended. GovDeals' bidders may elect to receive email notifications when they have been outbid on an auction.

GovDeals' "favorites" feature enables bidders to be notified by email when new items from any selected category or search criteria are set to auction. Examples of favorites could include buses auctioned in Texas; Apple iPads for sale within 100 miles of Longview, TX; or all auctions posted by Queen City ISD.

# Marketing/Advertising

A major part of GovDeals' service and ultimate success is the promotion of assets through advertising and marketing. GovDeals' sellers are not charged a fee for any marketing efforts provided by GovDeals. Last year, GovDeals placed more than 21,000 online and print ads for our clients' assets.

Our time-tested and proven approach to marketing government surplus goods for online auction is unparalleled. We know from research and experience how to develop and implement customized marketing plans for our government clients, and our 7-person Marketing Department has the expertise to create effective ads, press releases, mailings, etc., and utilize the right combination of these in order to consistently bring a steady stream of targeted website traffic to our government clients' surplus assets.

As marketing plans are developed, the seller's dedicated Client Services Representative (CSR) will communicate regularly to ensure the client is always involved in decision-making, such as approving ads and press releases. Following is a summary of our most-utilized marketing strategies.

① Past advertisements in Texas and other marketing examples are provided in this section (Pages 13-20)

**Niche Marketing:** Vehicles, heavy equipment, unique, and high-value assets at auction on the GovDeals auction website are advertised or listed on niche websites that will expose the assets to targeted buyers. This has repeatedly proven effective for rolling stock and specialty equipment.

- School buses and other mass transportation vehicles, equipment, and parts are advertised at www.BusesOnline.com and www.BusNut.com.
- Trucks and heavy equipment are often advertised in the online and/or print editions of trade publications *Rock & Dirt* and *Contractor's Hotline*.
- Cars, trucks, and vans are advertised at www.CarDaddy.com.
- Specialty equipment and laboratory items are promoted at <a href="www.LabX.com">www.LabX.com</a> and <a href="www.LabX.com">www.LabX.com</a>

**Custom Marketing Plans:** When a seller has specialty assets to auction, GovDeals' Marketing Department will develop custom promotion and advertising strategies designed to bring the highest dollar amount possible for each asset. Such assets may include, but are not limited to, helicopters and aircraft; classic/custom cars; specialty equipment; firearms and accessories; jewelry and collectibles; real estate properties; machinery and industrial equipment; and cost avoidance/demolition projects. These and various other types of assets considered unique, high-value, or specialty may be considered for these custom marketing campaigns, which involve identification of target audiences and specialized media.

**Email Marketing to Targeted Bidders:** GovDeals has bidders in all 50 U.S. states and 68 foreign countries, for a total of more than 545,000 registered and verified bidders (illustrated on the map on the previous page). This includes more than 23,700 active bidders in the State of Texas. To harness the strength of this extensive bidder base for asset marketing, email blasts are sent to previous bidders and watchers of relevant categories. This has repeatedly proven one of our most successful strategies.

**Local Marketing:** As noted above, GovDeals already has a large and active bidder base locally, regionally, and nationally. This includes over 19,000 active bidders within 250 miles of Pittsburg (illustrated on the map on the previous page) and over 23,700 within the borders of the State of Texas. In order to further make residents aware of local auctions. GovDeals' Marketing Department will

In order to further make residents aware of local auctions, GovDeals' Marketing Department will implement strategies to inform the public of the seller's GovDeals sales, including assisting with preparing press releases and placing ads as needed. Upon request, GovDeals will also notify current and past participants of the seller's live or online auctions through direct mail or email. Strategic marketing efforts, such as outdoor and public access TV, may be utilized as needed. GovDeals can also provide outdoor banners for high-traffic areas, as well as flyers for bulletin boards and to pass out to local businesses and residents.

**News Coverage:** GovDeals periodically receives regional and national broadcast, online, and print media coverage. This not only results in promotion for specific assets, but also drives bidder sign-up. For example, a report by MSN Money resulted in a 250% increase in daily registrations.

# Marketing Examples – Texas Newspapers

Newspaper: The Daily Commercial Record (Dallas, TX)

Client: VIA Metropolitan Transit, San Antonio, TX

# ONLINE AUCTION VIA METROPOLITAN TRANSIT

Ford Crown Victorias, Ford Econoline Vans, Ford F150s and F250s

**Auction Dates May 3rd - May 21st** 

New Bidders Register Free!



Register Online Today!

800.613.0156 x 5 or marketing@govdeals.com

# Insertion order

Via Metropolitan Transit, TX - The Daily Commercial

 $2 \times 2 \text{ ad} = 3.894 \times 2$ 

Run Date: Thursday, May 2nd

Contact: Molly Nations

Marketing Supervisor, GovDeals.com

800.613.0156 ext 4475 Mnations@govdeals.com



**Newspaper:** The Eagle (Bryan-College Station, TX)

Client: City of Bryan, TX

# ONLINE AUCTION CITY OF BRYAN

Light & Heavy Duty Trucks (Ford & Freightliner), Confiscated Vehicles (Cadillac, Honda, Mazda, Hyundai, etc.), Office & Lab Equipment

**Auction Dates October 21st - November 4th** 

800.613.0156 Option 5

For Complete Listing Visit www.GovDeals.com QAL # 4052



#### Insertion order

GovDeals - Bryan, Texas

The Eagle

2 col x 2" ( 2.506 x 2" )

Run Date - Sunday, October 23rd

Section: Auction

Contact: Molly Nations

800.613.0156 ext 4475 mnations@govdeals.com

**Newspaper:** The Progress Times (Mission, TX)

Client: City of Mission, TX

#### Insertion order

GovDeals - Mission, Texas - The Progress Times

3 col x 3" ( 3.83 x 3" )

Run Date: Friday, July 5th

Contact: Molly Nations

800.613.0156 ext 4475 Mnations@govdeals.com ONLINE AUCTION CITY OF MISSION

Heavy Equipment, Automobiles, Light Duty and Heavy Duty Trucks, Asphalt and Public Utility Equipment, Fire and Rescue Trucks, Boats and Personal Watercraft

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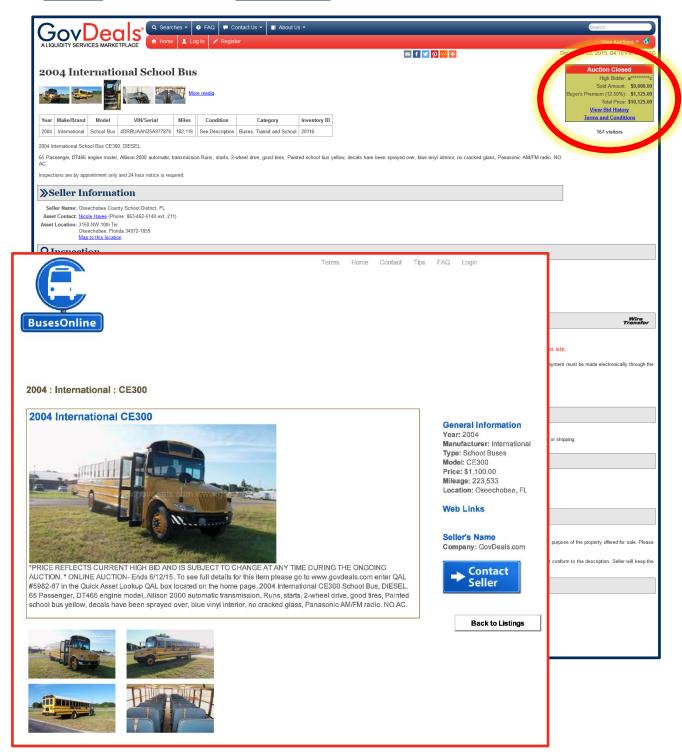
**Register for Free Online Today!** 

# <u>Marketing Examples – School Districts</u>

# Niche Marketing: BusesOnline.com

Client: Okeechobee County School District, FL

**Auction:** 2004 School Bus **Sold Amount:** \$9,000





# Email Marketing: eFlyer to previous real estate bidders

**Client: Beaverton School District, OR** 

**Sold Amount:** \$50,050 **Auction:** Real estate property

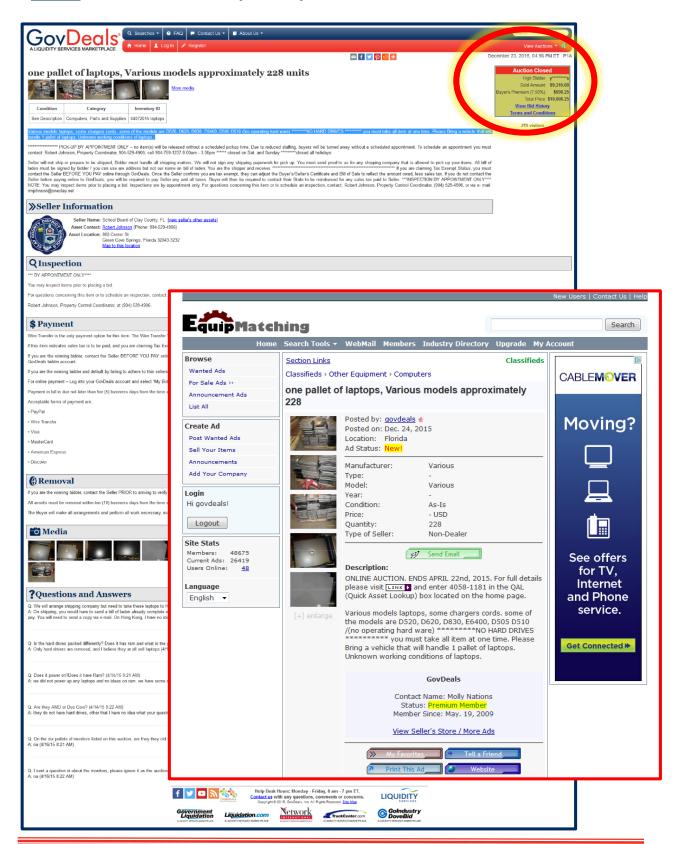


### Niche Marketing: EquipMatching.com

Client: School Board of Clay County, FL

**Auction:** Lot of assorted laptops

**Sold Amount:** \$9,310

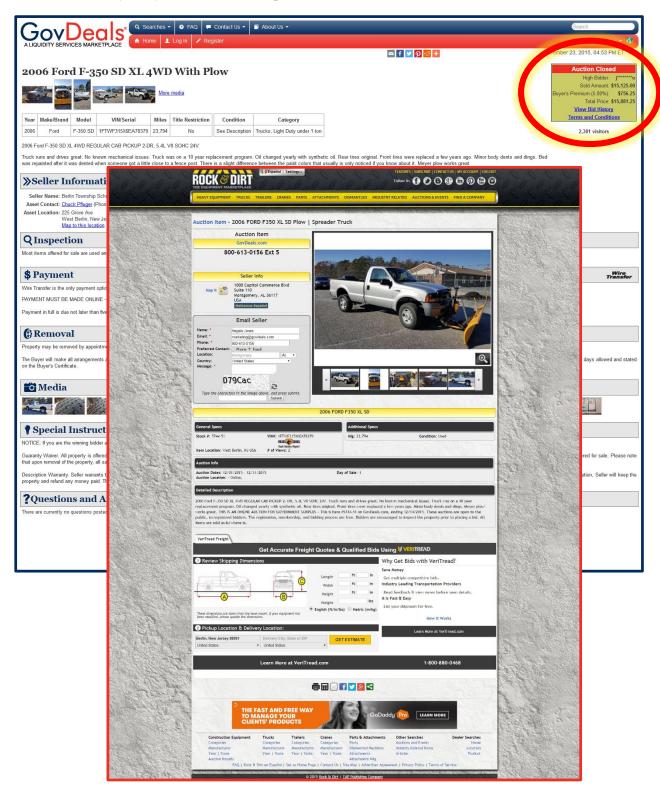




### Niche Marketing: RockAndDirt.com

### **Client:** Berlin Township School District, NJ

**Auction:** Heavy-duty truck with snow plow **Sold Amount:** \$15,125





# Print Ad: Topeka (KS) Capital Journal

### **Client: USD 487 School District, Herington KS**

Advertising the auction of an elementary school and all contents

# ONLINE AUCTION

**USD 487 SCHOOL DISTRICT HERINGTON. KS** 

Now available from Herington Elementary School

42,173 square foot school building containing brick, block, metal, glass, electrical wiring, exhaust fans and 16 aluminum exterior doors. Building and contents available for removal only.

Other auction items include:
Boiler/Furnace System, vintage wooden
gymnasium floor, sporting equipment,
heating and air units, playground
equipment, stainless steel cafeteria
equipment, bathroom fixtures, cabinets,
kitchen appliances, electronics,
desks, tables and chairs.

Visit www.usd487.govdeals.com or call 800.613.0156 Option 5 for more details.

Register Online Today
New Bidders Register Free!





#### Trade Publication: Florida Assoc. of School Business Officials

#### Promoting GovDeals' auctions to educational districts



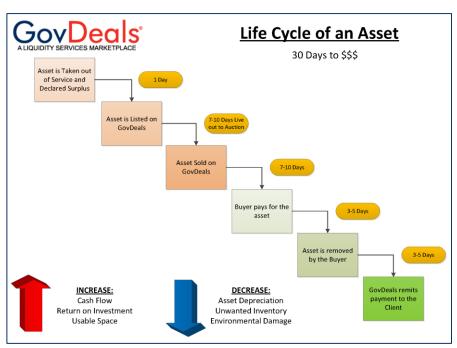


# 4. Collection of Data and/or Photos of Sale Items

#### Overview

The GovDeals platform's self-service functionality will enable TIPS Members to have complete control over their auctions, including uploading photographs and descriptions of assets to be auctioned. GovDeals will provide hands-on assistance with listing auctions at implementation and when a backlog of surplus is encountered.

GovDeals will provide thorough, on-site training to each participating TIPS Member, and the Member's dedicated GovDeals representatives will continuously provide on-site and remote service for direct access to technical support, strategy guidelines, and marketing outreach. The Member's Client Services Representative (CSR) may be contacted via direct cell phone or email 24 hours a day, 7 days a week.



Training can be held

within days of contract award, and auctions may be posted immediately after account setup. Typically, the process of contract award to the posting of a new client's first auctions takes less than two weeks if the client has surplus assets available to sell.

The TIPS Member will need a computer or other web-enabled device to operate the GovDeals system, but no hardware or software will be installed. The Member will also need a digital camera or smartphone/tablet with which to take photographs of assets to be uploaded for auction.

Manpower hours and employee resources vary for each client, depending upon the amount of surplus to be auctioned and the client's desired timeline for liquidation. After taking photos and gathering descriptive information, a trained user can typically post an asset to auction in 10 minutes or less. Auction management activities, such as reports, answering bidder questions, etc., vary according to each client's needs; however, the GovDeals system is designed to enable these processes to be intuitive and efficient. For example, report load times are instantaneous, and answering bidder questions is a built-in function within the client's account.



### **Training & Support**

GovDeals will provide an experienced, senior-level Client Services Representative to set up each TIPS Member's account, train personnel, and assist with surplus auctions throughout the duration of the contract. There will be no obligations or commitments by the Member or TIPS to use the system.

A major part of the undertaking of an online auction service is training and supporting the Members' staff members. The Members' personnel will be thoroughly trained through the full auction cycle, with training provided on-site for as many employees as desired. There is no limit to the number of users each Member may have, and multiple training sessions will be held for each client if needed.

During training, the Member's locally based, dedicated Senior CSR will show the employees our auction website and explain in detail how bidding takes place and how our asset search engines work. Once a thorough review is completed, the CSR will then take the trainees into the Member's account, reviewing each screen and each step to post an asset to auction and run reports.

New user training can be completed in about an hour and includes an overview of the GovDeals system from the seller's and the buyer's perspective. The Member's users will be shown how to access real-time, interactive reporting tools, how to load and manage auction listings, and how to harness GovDeals' industry knowledge and marketing strategies to obtain the highest possible return on each of the Member's surplus assets. Training will be held within the Member's live account to provide the users with hands-on experience interacting with the system.

GovDeals has the capability and resources to provide training and customer service on-site or remotely by webinar, and we always prefer on-site training and service when possible. Each Member will be given thorough and up-to-date documentation and support materials, including a training video that focuses on loading assets into the GovDeals system. Our full written documentation that will be provided to each Member includes a 46-page user guide, an extensive online help feature, numerous quick-reference materials, best practices recommendations, and a web-based guide library for immediate access to the latest editions of all of our documentation.

Each Member may have unlimited GovDeals account users. Access to the system can be tailored to the job duties of your employees through the use of 5 security levels. At implementation, the Member's CSR will discuss ways to best utilize these access levels to fit into the Member's existing or desired processes. Security levels include the ability to require approval from a supervisor before auctions may go live, as well as a "view only" setting for accounting staff.

In addition to training at implementation, the Members' GovDeals CSR will be readily available for training new employees how to use and manage the system and how to utilize enhancements added periodically to improve the system for sellers and buyers.

If for any reason, your local representatives are not immediately available, the Member may contact GovDeals' Client Help Desk. Staffed by fully trained CSRs, the Help Desk provides technical support recommendations and problem-solving. The Client Help Desk is open from 7 a.m. to 5 p.m. CT Monday through Friday by toll-free phone, live chat, and email. The Members' CSR(s) may be reached 24 hours a day, 7 days a week by direct cell phone and email.



# Method of Auctioning (minimums, deadlines, etc.)

There is no minimum number of assets required to conduct the auction; the GovDeals system is designed to be used at will on an as-needed basis. Similarly, there are no deadlines for uploading auctions; the Members may utilize the system however best fits each Member's schedule.

#### **Auction Process and Timeline**

- After an asset is declared surplus, the seller enters photographs and descriptive details about the asset into a personalized auction template within your password-protected GovDeals account using the simple, 3-step auction creation procedure (training will be provided).
- For high-value and particularly specialized assets, a marketing plan will be developed and presented to the seller for advance review and approval prior to auction. Marketing campaigns will run while the auction is open for online bidding.
- While the auction is live, the seller can monitor progress of its auctions at www.GovDeals.com and answer any bidder questions that may be

posted via the GovDeals Q&A system.



- After the auction is completed, the seller will automatically be emailed a Seller's Certificate with details of the sale and contact information for the winning bidder; and the winning bidder will automatically be emailed a Buyer's Certificate with sale and payment details.
- The winning bidder is responsible for making payment within 5 business days after auction close. This time period may be shortened or lengthened by the seller if desired. Upon the buyer's successful payment by credit/debit card (Visa, MasterCard, Discover, and American Express are accepted), PayPal, or wire transfer, the seller will receive notification that payment has been made.
- The buyer is required to pick up assets within 10 business days after auction close. This time period may also be adjusted by the seller if desired. The winning bidder is responsible for scheduling an asset removal appointment with the seller. At pickup/removal, the winning bidder must present photo ID and their GovDeals Buyer's Certificate, and the seller should verify this documentation. After both the buyer and the seller sign the GovDeals Bill of Sale, the asset may be released to the winning bidder.
- GovDeals will remit the seller's proceeds each week for all assets marked "Picked Up" in the seller's GovDeals account the previous week. GovDeals will withhold its fees and/or Buyer's Premium as applicable, and will electronically (or by paper check if preferred) remit the balance to the seller.
- The seller will not be liable for any payment disputes, as GovDeals accepts responsibility for chargebacks or fraud that may occur. GovDeals may request a copy of the signed Bill of Sale from the seller in the case of payment disputes after an asset has been removed by the buyer.



### **Minimizing Bidder Default**

After the allotted payment deadline has passed (typically 5 business days from close of auction), if payment has not been made, the winning bidder will be deemed in default. This user's GovDeals account may be locked so that he or she will not be able to participate in future auctions.

Bidder default management has always been a priority at GovDeals, and we use real-time metrics to closely monitor default rates. Given the remarkably dynamic prevalence of credit card fraud and general climate of fraudulent behavior on the Internet and in culture, GovDeals continues to innovate and maintain the industry standard regarding a low percentage of default rates.

GovDeals' bidder default rate is consistently between 4% and 5%, a figure we have reason to believe to be the lowest in the industry. Our low number of defaults is accomplished through a combination of our bidder vetting process and enforcement of our stringent default policy, described below.

- Terms and Conditions for Default: Before a bidder can place his or her initial bid on an asset being auctioned by the seller, the bidder will be required to agree to your Terms and Conditions, which will explain payment and pickup terms, as well as the penalty for not paying and picking up on time. GovDeals suggests that, if a bidder does not pay on time, the seller should immediately offer the asset to the second-highest bidder, or repost the asset for auction. Both of these options are built-in functions of the GovDeals platform and can be accomplished with a single click. As soon as a bidder defaults for not paying on time, the seller will have the capability to lock the bidder from participating in any future auctions, not only from the seller's account but all GovDeals auctions. Defaulting bidders are responsible for 40% of their winning bid, and when this fee is recovered, GovDeals splits the funds evenly with the client to cover administrative costs.
- Bidder Verification: GovDeals' dedicated 7-member Bidder Services Department verifies every user who registers to our website, ensuring that the registration information matches a real person to a valid phone number and address. The GovDeals proprietary bidder registration process identifies bidders who have defaulted on previous auctions and locked from our system, preventing them from re-registering to become a bidder. This effectively prevents them from submitting bids on any subsequent GovDeals auctions. The bidder verification function is key to GovDeals maintaining our very low default rate.
- Bidder Probation: GovDeals' bidder probation program was implemented in 2012 to limit new buyers during their first 90 days. During the first 30 days of probation, a bidder may only have three transactions open at any one time. As soon as a transaction is completed, another transaction may be opened. A probationary bidder may have six transactions open at one time during the second 30-day period; and this allowance moves to nine during the final 30 days. Our bidder probation program has been a great success and reduced the number of defaulting buyers by 20% in the first 12 months of the program. If needed, there is a process to allow highly qualified bidders to bypass some or all of the probation process, such as by submitting an appropriate bid deposit. If desired, the seller can request that the bidder probation program not be enforced for its auctions.



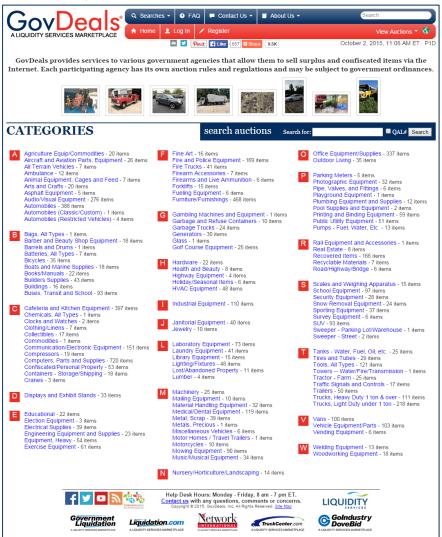
### 6.

# Site Structure (web pages, etc.)

### System's Ease of Use

We encourage the evaluation committee to explore the user-friendliness and capacity of our auction website, <u>www.GovDeals.com</u>. Our web-based system is designed for the utmost ease-of-use, including minimalistic layout and intuitive functionality, such as described below.

- Asset categories are clearly displayed on the home page. Categories without any current auctions are automatically hidden from the home page in order to minimize bidder frustration caused by blank pages or empty categories.
- Multiple search features enable bidders to easily locate assets for which they are in the market; bidders may search by keyword, category, seller, zip code radius, and many other options. Additionally, any search can be saved as a "favorite" within a bidder's account, and notifications will be sent when new assets matching the selected criteria are up for auction.
- Although the GovDeals system is continuously improved upon and updated behind the scenes, the
  website's primary design and functionality intentionally remain consistent in order to limit any
  frustration or confusion by bidders or sellers.





### System Features: Maximizing Seller Efficiency & Profitability

Throughout 16 years of conducting online auctions for government entities across the United States and Canada, we have developed features that increase our sellers' efficiency and ease of use for their staff members, as well as to positively impact our government clients' surplus disposition success and ROI. Some of the features that are most popular among our selling agencies are described below.

- Automated Auction Calculator: This unique, time-saving feature assists the seller's staff members in automatically setting the starting price, bid increment, and auction start date and time, as well as the ending date, for each auction. If the seller doesn't agree with some of the automatically entered data, the employee may override any populated field. The seller may also simply bypass the automated calculator and enter the data manually.

  Automated Auction Calculator
- Extension of Bid: This extends auctions by a few minutes when a bid is placed in the final minutes of an auction's end time. This feature is optional.
- Question & Answer: The Q&A functionality
  within the seller's GovDeals account will allow
  prospective bidders to submit questions via the
  auction page, allowing the seller to answer either
  privately by email or publicly on the auction page
  for all bidders to view.



- Security Levels: Access to the GovDeals system can be tailored to the job duties of your employees. Your CSR will discuss ways to best utilize these 5 security levels to fit into the seller's existing or desired processes. Security levels include the ability to require approval from a supervisor before auctions may go live, as well as a "view only" setting that is useful for accounting purposes.
- Second-Chance Offer: The seller may offer an asset to the second-highest bidder with a single click if the highest bidder defaults on completing a sale. This feature is also useful if a reserve price is not met but the seller wishes to offer the asset to the highest bidder.
- Minimum Bid, Bid Increments, and Reserve Pricing: The seller will have full control to determine these factors. If desired, your CSR can give advice based on past successes with similar government-owned assets.
- Departmental Billing: The seller's remittance payment may be sent to individual selling departments or to a general fund. Even if sent to a general fund, data can easily be separated out for auditing purposes using a department code, and all reports are exportable to Microsoft Excel.
- Bid Deposits: The seller may require bidders to make a deposit for certain assets if desired. The seller will have the authority to determine the bid deposit amount, and prospective buyers must make this deposit before placing a bid on the designated auctions. Once GovDeals receives the bidder's deposit, his/her account will be approved to bid on the asset. The winning bidder's deposit may be applied to the final amount due; unsuccessful bidders will have their deposit returned in full.
- Bidder Restrictions: The seller may limit the types of bidders who are allowed to place bids on certain assets, but these assets may still be viewed by the general public to maximize the marketing exposure of the auctions. Information on types of restrictions is available upon request.
- Reallocation Tiers: GovDeals' patented Tier Redistribution System allows the seller to offer its surplus assets between departments, to area schools, to other government entities, or to nonprofit organizations before sending the assets to our regular public auction. Assets not claimed during the reallocation process may automatically be moved to public auction if desired. No fee is charged for our clients' use of our reallocation system.

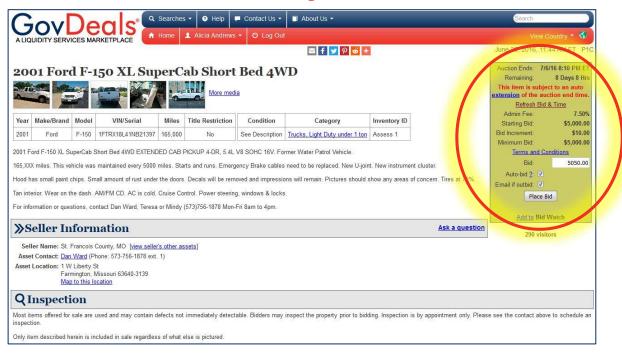


### **Bidding Made Simple and Reliable**

Since launching the GovDeals online auction service 16 years ago, our bidder database has grown to more than 545,000 people throughout the United States as well as foreign countries. We have incorporated an array of bidder-friendly features that keep our buyers returning to GovDeals again and again.

- Email Notifications: GovDeals' bidders may elect to receive email notifications when they have been outbid on an auction, as well as when an asset is posted matching the bidder's selected "favorites" (described below). Winning bidders will always receive automatic email notification of auction award (Buyer's Certificate).
- Fovorites: GovDeals' "favorites" feature allows bidders to be notified by email when new items from any selected category or search criteria are sent to auction. Examples of favorites could include heavy equipment auctioned in Texas; school buses within 50 miles of San Antonio; or all assets auctioned by a specific seller.
- Identity Protection: GovDeals provides security, antivirus, and firewalls to prevent hacking of any auction information from the servers, and to prevent any bidder from learning the identity of another bidder. Also, GovDeals is PCI-compliant and does not store buyers' payment information.
- Bidder Support: GovDeals provides bidder support from a dedicated service center staffed by 7 experienced GovDeals employees. The Bidder Services Help Desk intakes more than 200 calls, emails, and live chats daily, and this team has a stellar 97% first-call resolution rate. The Bidder Services Help Desk has employees who are fluent in Spanish, and we have a language service available if we need assistance communicating with a prospective bidder who does not speak English or Spanish. The Bidder Services Help Desk is open 7 days a week, except for holidays.

### **Auction Page - Bid Box**



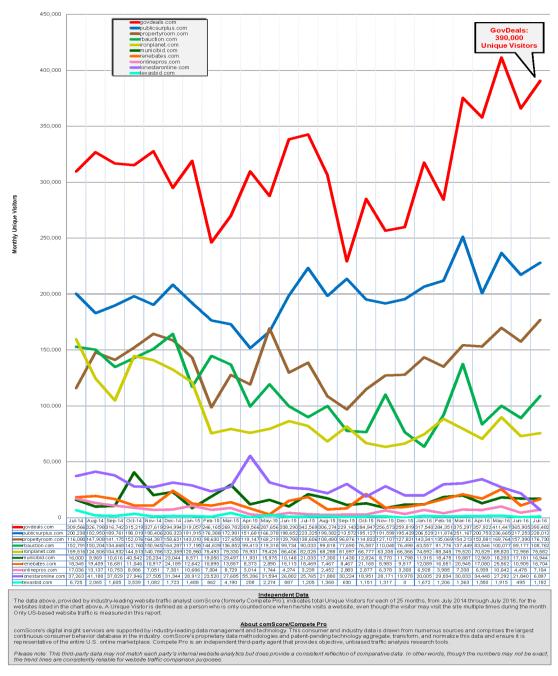


### **Website Traffic**

Our auction website, <a href="www.GovDeals.com">www.GovDeals.com</a>, is the most utilized and most heavily trafficked government auction resource in North America. In July 2016, the GovDeals auction website had more than 390,000 Unique Visitors, 1.8 million hits, and 51 million page views. This is the highest traffic of any government surplus auction website.

These statistics are provided by Compete.com, the leading independent website traffic analysis provider. The chart below reflects Compete.com's impartial data comparing the web traffic of GovDeals.com over the past two years with that other local and national online auction vendors serving Texas governments.

comScore/Compete Pro Web Traffic Analysis 2-year comparison of monthly Unique Visitors





### **Real-Time Reports**

Members will have 24/7 access to an array of real-time reporting features, as well as the ability to view a detailed bid history of its auctions at any time during the auction or after its close. GovDeals' interactive reports are accurate and detailed, enabling the Members to track all assets from the time they are loaded into the GovDeals system until they are sold and proceeds are collected.

GovDeals' reports can be viewed online, printed, sorted, and exported to Microsoft Excel. Many reports can be customized for unique needs TIPS Members may have. Whether TIPS is later under contract with GovDeals or not, the Members will continue to have perpetual access to all of their GovDeals reports.

Descriptions and examples of GovDeals' robust reporting functionality are provided below.

### **Invoicing Report**

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

Total sold amount for the month is also included on this report, as well as the total fee amount. While the vast majority of selling governments elect GovDeals to withhold our fees and remit the net proceeds, this report also serves as the monthly invoice for sellers that collect their own buyer payments or prefer to receive gross proceeds. In these cases, the Invoicing Report will provide a calculation of total fee amount due to GovDeals with terms of net 30 days.

The seller may choose to receive the Invoicing Report by email as a PDF or in hard copy by mail. Current and past Invoicing Reports are available in perpetuity within the seller's GovDeals account.

A Liquidity Services Marketplace	No.	North East Independent School District, TX 9803 Broadway St Attr. Art Suarez San Antonio, TX 78217-4904			Agency Contact: Art Suarez Invoice #2910-052016 Invoice Date: 5/1/2016-5/31/2016 Due Date: 6/30/2016		
Asset Description	Inventory ID	Date Sold	Sold \$ Fee %	Fee \$ Certificate ID	Credit Dat	ie	Credit \$
Commercial Transformers	814	5/4/16	\$460.00 7.50	\$34.50* 814-0504161021-2910			
Benches (seats only)	816	5/4/16	\$305.00 7.50	\$22.87* 816-0504161100-2910			
Buffer	817	5/4/16	\$40.00 MIN	\$5.00* 817-0504161130-2910			
Scrubber	818	5/4/16	\$105.00 7.50	\$7.87* 818-0504161200-2910			
Library Book Shelving System	819	5/4/16	\$70.00 7.50	\$5.25* 819-0504161230-2910			
1988 Chevrolet Suburban R10 2WD	820	5/18/16	\$520.00 7.50	\$39.00* 820-0518161003-2910			
1995 Chevrolet Lumina APV Base	821	5/18/16	\$50.00 MIN	\$5.00* 821-0518161033-2910			
Lincoln Continental Mark IV	822	5/18/16	\$320.00 7.50	\$24.00* 822-0518161109-2910			
2000 Cadillac Deville DTS	823	5/18/16	\$510.00 7.50	\$38.25* 823-0518161139-2910			
1976 Chevrolet K5 Blazer	825	5/18/16	\$835.00 7.50	\$62.62* 824-0518161200-2910			
1998 Ford Ranger XLT SuperCab 2WD	825	5/18/16	\$250.00 7.50	\$18.75* 825-0518161230-2910			
Lumber	826	5/18/16	\$22.00 MIN	\$5.00* 826-0518161300-2910			
			\$3,487.00	\$268.11			\$0.00
No money is due, this statement is for If you have any problems or questions					Total Fees:		•
If you have any problems or questions Thank you!	s, please contact Accoun				Total Fees: ior Sales Credits:	\$268.11 \$0.00	•
If you have any problems or questions	s, please contact Accoun						•



### **Sold Assets Report**

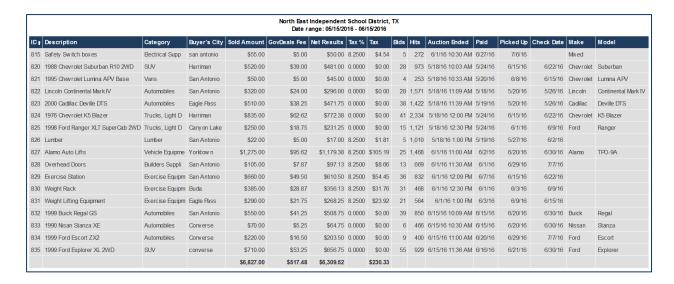
Ad hoc reporting options and example report shown

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

More than 40 data fields can be reported with this ad hoc reporting tool, such as:

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

Sold Asset Report						
Select any of the items to display the data or check all items.						
Asset						
✓ Asset ID       □ Asset POC       ✓ Category       □ Department         ✓ Description       ☑ Inventory ID       □ Location Name       □ Dept. #         ✓ Tier       □ Secondary Inventory ID       □ Location Address       ☑ Status         □ VIN/Serial # □ Year       □ Make / Brand       □ Model       □ Miles/Hours						
Auction						
Starting Bid Reserve Bid Increment # of Visitors  # of Bids Start Date   End Date # of Hits						
Buyer						
✓ Full Name ☐ Agency/Company ☐ City ☐ State ☐ Extended Info						
Monetary						
Additional Fees  Sold Amount □ Tax □ GovDeals Fee □ Picked Up Date □ Net Results □ Tax □ Paid Date □ Credit Reason □ Check Date □ Bill of Sale Other \$ □ Credit Date □ Check # □ BP Amount □ BP Tax						
Start Date 06/01/2014						
or Check here to get all assets from the beginning. or Search by Payment #:						
☐ Hide credits taken outside of date range ☐ Hide all credits ☐ Export to Excel						
Continue						





### Paid For/Picked Up Reports

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

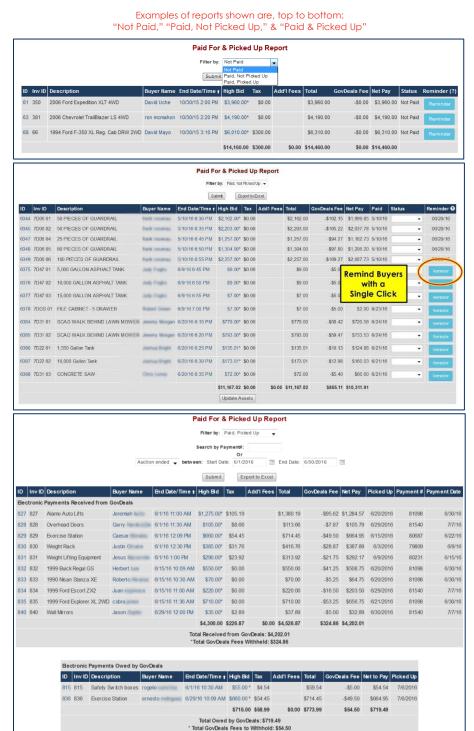
This three-part "PPU Report" provides real-time status lists of items that have not been paid for; those that have been paid for but have not yet been picked up; and those that have been paid for and have been picked up.

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

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

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

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





### **Status Report**

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



### **Current Bid Report**

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

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





#### Bill of Sale

Upon successful payment by the buyer, A Bill of Sale will be automatically populated with the seller's information (including logo/seal if desired); the winning bidder's name; all of the information regarding the asset sold, such as inventory number, VIN, make, model, etc.; sale price; tax amount if applicable; payment date and method; and the date sold.

The Bill of Sale can be emailed to the winning bidder or printed and given to the bidder when he/she arrives to pick up the item won at auction.

The Bill of Sale contains a disclaimer: "Asset is sold as is, where is, and without warranty. Once the asset is removed from the seller's premises, there is no refund of monies previously paid."

All of GovDeals' sellers are encouraged to obtain a signed Bill of Sale for every item picked up in order to retain a document the buyer has signed agreeing that no money will be refunded. The signed Bill of Sale may be uploaded to the completed auction record if the seller desires.

North East Independent School District, TX 8961 Tesoro Dr Ste 317 San Antonio, TX 78217-6226								
<b>Bill of Sale Date</b> : 04/16/2014 <b>Asset ID</b> : 303		Bill of Sale Number: 4162014 Inventory ID: 303						
Description of Property 1994 International 3800			Award Amount 3691.00					
Asset Information Year: 1994 49540 Meter: (Accurat	iles e?: Title	d: International <b>Model</b> : 3800 <b>VIN/Serial</b> ::	: 1HVBBPEL4RH558568					
Sale Information								
Actual Sold Amount:	\$3,691.00	Paid On: 04/17/20	014 by Wire Transfer					
Other Amount:	\$0.00	Other Amount Description:						
Buyer's Premium:	\$184.55	Tax Rate: 0%						
Tax Amount:	\$0.00							
Total Amount:	\$3,875.55	* Taxab	le Items					
Camiones Alfa 100 E 4th e 3	the seller's premis	, where is and without warranty. Once the es there is no refund of monies previouslature:						
Calexico, CA 92231 USA	Print Name:	atur 6						
jahrim@v s J.com 7608904	Date:		9					



### **Buyer's and Seller's Certificates**

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

These certificates contain the bidder's name, company name if applicable, address, telephone number, bidder ID number, VIN, year/make/model, mileage, asset ID, and sold amount.

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

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

### **Payment Confirmation**

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

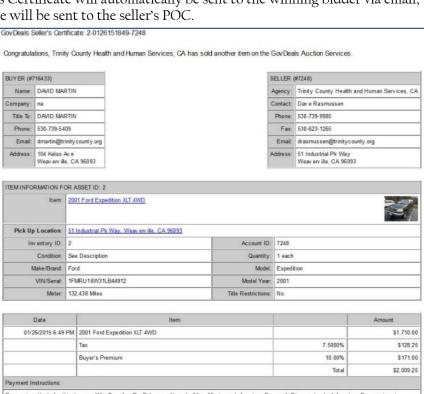
Notification will also be sent to the seller regarding the payment receipt, and the seller may release the asset to the buyer.

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

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

The following assets are ready for pickup:

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



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

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

PAYMENT MUST BE MADE ONLINE -- To make online payment, log into your Gov Deals account and select "My Bids". Please follow the instructions there.

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

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

#### emoval Instructions:

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

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

#### Special Instruction:

NOTICE: If you are the winning bidder and default by failing to adhere to this sellers terms and conditions your account with Gov Deals WILL BE LOCKED

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

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

#### Description

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

Vehicle Starts and Runs

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

Regularly serviced

No other known mechanical problems

inor dings and dents to body consistent with normal use

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

Please see photos for more details

Total: \$2,931.25