



October 16, 2019

Dade County Bar Association

Dear Board of Directors:

Quest Workspaces is submitting this letter of interest to further pursue an opportunity to partner with the Dade County Bar Association.

Whereby Quest Workspaces shall provide services to the Dade County Bar Association's coworking project in the Bar Association building, which may or may not include the following based on further discussion:

- Coworking
- Virtual offices
- Hotdesking
- Touchdown space
- Membership services
- Locker rental
- Meeting rooms
- Reception services with coat check
- Copying and printing services
- Self-serve cafe
- Internet and telephone services
- Administrative services

The opportunity to partner with the Dade County Bar Association can be in any of the following acceptable formats, pursuant to mutually agreeable terms to be determined at a later date.

1. A **Traditional Lease** signed by Quest Workspaces for a specified coworking space in the Dade County Bar Association building, which terms shall include a fixed rental amount as well as tenant improvements to be provided by the Dade County Bar Association.
2. A **Joint Venture** arrangement in which the Bar Association and Quest Workspaces own the coworking entity. This structure shall include an agreed-upon below-market base rent, a management fee provided to Quest Workspaces as part of the operating expenses, and a profit sharing equally between Quest Workspaces and the Dade County Bar Association of any income after expenses.



3. A **Management Contract** whereby the Dade County Bar Association owns the coworking space and Quest Workspaces provides complete management of the space for a base management fee and a success fee to be determined.

We look forward to further discussing this opportunity.

Laura Kozelouzek  
Founder and CEO