



CITY COMMISSION - CITY OF WILDWOOD

Mayor/Commissioner – Ed Wolf – Seat 1

Mayor Pro Tem/Commissioner – Pamala Harrison-Bivins – Seat 2

Joe Elliott – Seat 3

Marcos Flores – Seat 4

Julian Green – Seat 5

Jason McHugh – City Manager

Agenda

Special Meeting

May 1, 2023 7:00 PM

City Hall Commission Chamber

100 N Main Street

Persons with disabilities or language barriers needing assistance to participate in any of these proceedings should contact the City Clerk's Department, ADA Coordinator, at 352-330-1330, Ext. 102, forty-eight (48) hours in advance of the meeting.

F.S.S. 286.0105A - If a person decides to appeal any decision made by the Commission with respect to any matter considered at this meeting, they will need a record of the proceedings, and that for such purpose they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The City of Wildwood DOES NOT provide this verbatim record.

1. Call to Order

2. Consent Agenda/Informational Items

(A consent agenda may be presented by the Mayor at the beginning of a meeting. Items may be removed from the consent agenda at the request of any one Commissioner. Items not removed may be adopted by general consent without debate. Removed items may be either taken up immediately after the consent agenda or placed later on the agenda at the discretion of the Commission.)

3. Presentations and/or Proclamations

A. *FY 22-23 MID-YEAR BUDGET UPDATE*

B. *PRESENTATION BY OLC FOR RECREATION AND OUTREACH*

CENTER

4. **Public Hearings - Timed - Legislative**
5. **Public Hearings - Timed - Quasi-Judicial**
6. **Public Forum - 4 minute time limit**
7. **Ordinances First Reading Only (No Vote)**
8. **Resolutions for Approval**
9. **Financial & Contracts & Agreements**
10. **General Items for Consideration/Discussion and Other Business**
 - A. *RECREATION AND OUTREACH CENTER DISCUSSION*
 - B. *RFQ #2023-07 CONTINUING PROFESSIONAL ENGINEERING SERVICES*
11. **Appointments**
12. **City Manager Reports**
13. **Other Department Reports**
14. **Commission Members Reports**
15. **City Attorney Reports**
16. **Adjournment**

Upcoming Events

May 8, 2023 - City Commission Meeting at City Hall at 9am

May 13, 2023 - Mermaid Mother's Day 5K Race at City Hall from 9am to 1pm

May 22, 2023 - City Commission Meeting at City Hall at 7pm

May 27, 2023 - Community Garage Sale at Wildwood Community Center from 9am to 2pm

May 1, 2023 7:00 PM

CITY COMMISSION OF THE CITY OF WILDWOOD

EXECUTIVE SUMMARY

SUBJECT: **FY 22-23 Mid-Year Budget Update**

REQUESTED ACTION: For information only.

CONTRACT:

Vendor/Entity:

Effective Date:

Termination Date:

Managing Division/Department:

BUDGET IMPACT:

HISTORY/FACTS/ISSUES:

Attached is a mid-year update presented by Assistant CFO Lynzey McClellan. Assistant City Manager/Chief Financial Officer Cassandra Smith will also update the City Commission on the status of the Capital Improvement Fund.

MID-YEAR BUDGET REVIEW

By: Lynzey McClellan, Asst.
CFO &
Cassandra Smith, Asst. City
Manager/CFO

AGENDA

General Fund

- FY23 Revenues and Expenditures
- FY23 Ending Balance

Utility Revenue Fund

- FY23 Revenues and Expenditures
- FY23 Ending Balance

Budget Amendment Items

Capital Improvement Planning



GENERAL FUND REVENUES AS OF MARCH 31, 2023

Target of 50%.

Bulk of Taxes is front loaded by Ad-Valorem.

Miscellaneous revenues over budget due to interest revenue and Parks and Recreation revenues.

Revenue Class	2023 Budgeted	YTD Actual	
Taxes	16,730,540.00	14,968,186.42	89%
Franchise Fees	3,085,000.00	2,014,379.89	65%
Utility Taxes	2,586,700.00	1,511,815.18	58%
Intergovernmental	2,179,330.00	1,360,445.59	62%
Charges for Services	556,800.00	365,569.02	66%
Fines and Forfeitures	22,500.00	20,932.66	93%
Miscellaneous	83,105.00	136,915.32	165%
Transfers In	422,800.00	0.00	0%
Total	25,666,775.00	20,378,244.08	

GENERAL FUND EXPENDITURES AS OF MARCH 31, 2023

Target of 50%.

Timing of projects impacting
some of these percentages.

Will take a closer look into
Community Center for coding
inaccuracies.

	2023 Budgeted	YTD Actual	
Legislative - City Commission	116,010.00	49,814.54	43%
Executive - City Manager	834,080.00	370,648.37	44%
Finance	1,595,675.00	1,036,406.55	65%
Development Services	1,770,570.00	592,963.27	33%
Information Technology	537,980.00	117,041.38	22%
Human Resources	309,440.00	149,828.83	48%
Police Department	7,289,310.00	2,601,442.45	36%
Public Works	3,967,188.00	1,465,784.45	37%
Fleet Management	534,060.00	274,655.18	51%
Parks & Recreation	2,164,236.48	888,392.48	41%
Community Center	197,730.00	46,816.65	24%
Total	19,316,279.48	7,593,794.15	

GENERAL FUND EST. ENDING RESERVE BALANCE

Ideal Reserve Balance is 25% of Operating Budget (\$17.8M), which is \$4.4M.

Current projected ending balance exceeds ideal reserve by \$2.7M.

Recommendation to transfer \$2.7M to Capital Improvement Fund (CIF).

Following transfer to CIF, 25% reserve would be maintained.

Cash Balance as of 3/31/23	18,748,489.40
Plus remaining revenue	8,361,425.17
Less remaining expenses	(11,722,485.33)
Less remaining transfers	(8,197,730.00)
Projected ending balance	7,189,699.24
Ideal reserve balance	4,469,778.00
Available for CIF Transfer	2,719,921.24

UTILITY FUND

UTILITY FUND REVENUES AS OF MARCH 31, 2023

Target of 50%.

Right on track with
projections.

Other revenues exceeding
projections due to interest
earning revenues.

Revenue Class	2023 Budgeted	YTD Actual	
Water Sales	3,350,000.00	1,773,123.54	53%
Sewer Sales	5,637,000.00	2,867,951.28	51%
Other	5,000.00	73,881.25	1478%
Total	8,992,000.00	4,714,956.07	

UTILITY FUND EXPENDITURES AS OF MARCH 31, 2023

Target of 50%.

Water and Wastewater low
due to big projects.

	2023 Budgeted	YTD Actual	
Physical Environment	597,515.00	367,223.40	61%
Water	4,400,397.81	1,779,159.05	40%
Wastewater	8,866,020.87	2,858,790.11	32%
Debt Service	684,530.00	494,572.48	72%
Total	14,548,463.68	5,499,745.04	

UTILITY FUND EST. ENDING RESERVE BALANCE

Ideal Reserve for Utility Operating Fund is 6 months (50%) of Operating Budget (\$6.9M), which is \$3.4M.

Current projected Reserve Balance exceeds ideal reserve by \$1.9M.

This is what we anticipated when creating the FY23 budget.

Cash Balance as of 3/31/23	9,756,486.95
Plus remaining revenue	4,699,752.20
Less remaining expenses	(9,048,718.64)
Projected ending balance	5,407,520.51
Ideal reserve balance	3,495,712.00
Projected Excess Amount	1,911,808.51

MID-YEAR BUDGET AMENDMENT ITEMS

General Fund

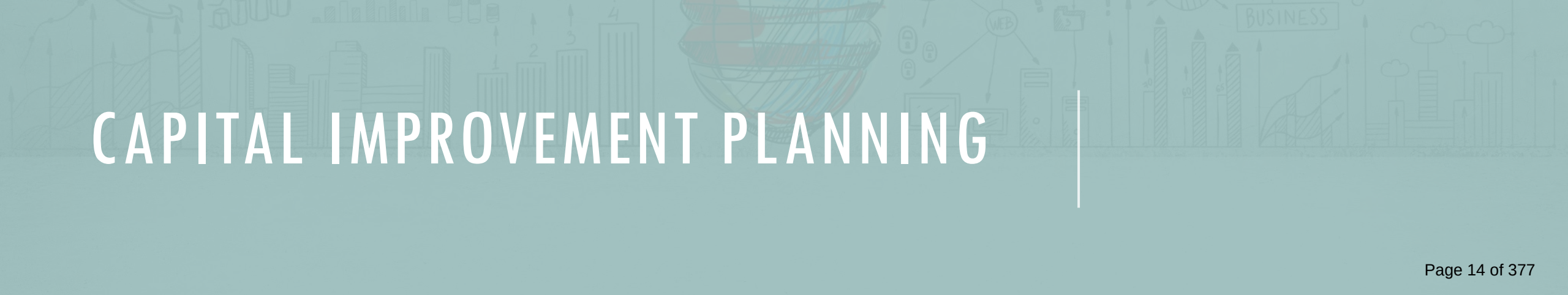
- Finance – General Insurance cost, increase by \$20K.
- Old Police Department Demolition, increase by \$55K.
- Formalize FY22 End-of-Year transfer to CIF, \$2.1M.

Personnel Additions

- Parks and Recreation – (1) New Receptionist, (1) New Recreation Specialist.
- Salary amendment of \$45K.

Utility Revenue Fund

- Physical Environment – General Insurance cost, increase by \$20K.
- SCADA/gate repairs at WWTP, increase by \$15K.
- Surge Tank Pipe Repairs, increase by \$68K.
- Wastewater chemical expenses, increase by \$80K.
- CR209 Water Main Ext. engineering costs, carry forward \$41K.



CAPITAL IMPROVEMENT PLANNING

CAPITAL IMPROVEMENT PLAN METHODOLOGY

- Avoid Debt When Possible
- Plan the Future Needs of the City
- Implementation of Strategic Plan
- Balance City Resources with City Needs





SIGNIFICANT UPCOMING PROJECTS

- Downtown Parking Garage
- Clay Drain Road
- Millennium Park Improvements
- MLK Recreation and Outreach Center

CIP FUNDING

- General Fund = Source of CIP Transfers
- Annual Appropriation Determined During Budget Process
- Year-End Review for Additional Resources in General Fund

- Capital Improvement Fund Created in FY2022.
- Initial Funding Came From a Budgeted Transfer + General Fund Reserves Identified in Prior Fiscal Years

CIP FUND RESOURCES					
	FY23	FY24	FY25	FY26	FY27
Budgeted Tranfer	8,000,000	10,000,000	10,000,000	10,000,000	10,000,000
Prior Year Surplus	2,100,000	2,700,000			
Total CIP Resources	10,100,000	12,700,000	10,000,000	10,000,000	10,000,000

FY23 - FY27 CAPITAL PROJECT FUNDING PLAN							
FUND/DEPARTMENT	PROJECT DESCRIPTION	FY23	FY24	FY25	FY26	FY27	5-Yr Total
Capital Improvement Project Fund							
Beginning Balance		\$ 13,636,400	\$ 15,363,400	\$ 843,400	\$ 1,719,400	\$ 1,270,400	
Revenue							
Taxes (Transfer from General Fund)		\$ 10,110,000	\$ 12,700,000	\$ 10,000,000	\$ 10,000,000	\$ 10,000,000	\$ 52,810,000
Interest Revenue		\$ 70,000	\$ 10,000	\$ 1,000	\$ 1,000	\$ 1,000	
Grant Revenue			\$ 900,000				
Total Funding Sources		\$ 23,816,400	\$ 28,973,400	\$ 10,844,400	\$ 11,720,400	\$ 11,271,400	
Project Expenditures							
Administrative	Downtown Master Plan Projects Including:						\$ -
Administrative	Parking Garage Construction	\$ 400,000	\$ 7,600,000				\$ 8,000,000
Administrative	City Hall Courtyard Rehab	\$ 50,000	\$ 50,000				\$ 100,000
Administrative	US 301 Linear Park	\$ 50,000	\$ 50,000	\$ 50,000	\$ 500,000		\$ 650,000
Administrative	Property Acquisitions			\$ 250,000	\$ 250,000	\$ 250,000	\$ 750,000
Administrative	CR 44A/Lynum Corridor Expansion and Crossing			\$ 75,000	\$ 200,000	\$ 200,000	\$ 475,000
Administrative	US 301 Complete Streets Landscaping Improvements				\$ 1,000,000	\$ 1,000,000	\$ 2,000,000
Administrative	Gamble Street Improvements					\$ 100,000	\$ 100,000
Police Department	Police Department Monument Sign	\$ 50,000					\$ 50,000
Public Works	Pavement Preservation Plan	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,500,000
Public Works	VOSO Roadway Rejuvenation	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 2,500,000
Public Works	Clay Drain Road	\$ 375,000	\$ 1,500,000	\$ 2,500,000	\$ 2,500,000		\$ 6,875,000
Public Works	Oak Grove Village Drainage Improvements	\$ 150,000	\$ 900,000				\$ 1,050,000
Public Works	Pleasantdale Street Rehabilitation	\$ 1,300,000					\$ 1,300,000
Public Works	Barwick Street Rehabilitation	\$ 280,000	\$ 2,000,000				\$ 2,280,000
Public Works	Municipal Services Complex	\$ 40,000					\$ 40,000
Public Works	Huey Street	\$ 700,000	\$ 2,500,000				\$ 3,200,000
Public Works	St. Clair Street	\$ 200,000	\$ 250,000	\$ 250,000			\$ 700,000
Public Works	PW Pole Barn	\$ 111,000					\$ 111,000
Public Works	Jackson Street Improvements	\$ 200,000	\$ 2,000,000				\$ 2,200,000
Public Works	Public Works Building HVAC Improvements	\$ 80,000					\$ 80,000
Parks and Recreation	MLK Park Concession Stand/Restrooms	\$ 125,000					\$ 125,000
Parks and Recreation	Millennium Park Improvements Design	\$ 500,000					\$ 500,000
Parks and Recreation	Millennium Park Improvements Construction	\$ 2,000,000	\$ 9,000,000				\$ 11,000,000
Parks and Recreation	Resurface Basketball Courts at MLK Park	\$ 112,000					\$ 112,000
Parks and Recreation	Lake Deaton Park Dock Improvements	\$ 135,000	\$ 115,000				\$ 250,000
Parks and Recreation	Lake Deaton Pavilions		\$ 200,000				\$ 200,000
Parks and Recreation	Pavilions at MLK Park		\$ 200,000				\$ 200,000
Parks and Recreation	Oxford Park Bathrooms		\$ 115,000				\$ 115,000
Parks and Recreation	Outreach Center Re-roof	\$ 45,000					\$ 45,000
Parks and Recreation	Community Center HVAC Upgrades	\$ 400,000					\$ 400,000
Parks and Recreation	Recreation Center at MLK Park Design	\$ 150,000	\$ 650,000				\$ 800,000
Parks and Recreation	Recreation Center at MLK Park Construction			\$ 5,000,000	\$ 5,000,000		\$ 10,000,000
Total Project Expenses:		\$ 8,453,000	\$ 28,130,000	\$ 9,125,000	\$ 10,450,000	\$ 2,550,000	\$ 58,708,000
End Balance - Capital Improvement Fund		\$ 15,363,400	\$ 843,400	\$ 1,719,400	\$ 1,270,400	\$ 8,721,400	

CITY COMMISSION OF THE CITY OF WILDWOOD

EXECUTIVE SUMMARY

SUBJECT: Presentation by OLC for Recreation and Outreach Center

REQUESTED ACTION: For information only.

CONTRACT:

Vendor/Entity:

Effective Date:

Termination Date:

Managing Division/Department:

BUDGET IMPACT:

HISTORY/FACTS/ISSUES:

At the February 13, 2023, City Commission meeting, the Commission approved a contract with OLC Architects to complete conceptual design services for the planned Recreation and Outreach Center at Dr. Martin Luther King Jr. Park. Maged Elsheikh from OLC will give the attached presentation highlighting the planned center.

Additionally, Parks and Recreation Director, Amanda Salazar will discuss the planned programming at the center, including the associated budgetary impacts.



OLC ARCHITECTURE
WILDWOOD COMMUNITY CENTER
WILDWOOD, FLORIDA



SERVICES



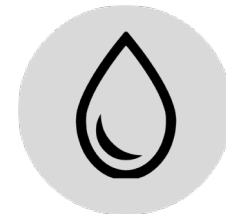
ARCHITECTURE



INTERIOR DESIGN



AQUATIC DESIGN



Our High-Performance Team – OLC



62 Years
In Business



18 Years
In Florida



11 Countries
Worked In



47 States
Worked In



35
Employees



287
FL Projects



350+
Municipal
Projects



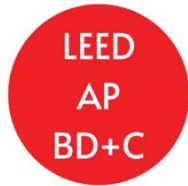
2500+
Recreation
Projects



5.5M SF
of Built Recreation
Facility Projects



\$150M/YEAR
in Value Built



3
LEED AP's



5
LEED Projects

ADVANTAGES OF OUR TEAM:

- Private Sector, Public Recreation, Higher Education, Wellness
- Global Sports & Recreation Design
- Locally Based, Lean, Principal-Led
- BIM/VR Documentation & Coordination
- Ongoing Value Engineering
- Maximum Value per Dollar Spent

WHAT MAKES A COMMUNITY CENTER SUCCESSFUL?

1. Serve multiple generations and age groups

- Seniors
- Young adults/adults
- Teens
- School-age and Summer Camp
- Be a safe, secure, and supervised environment



WHAT MAKES A COMMUNITY CENTER SUCCESSFUL?

2. Address the mind and body needs of the participants

- Physical activity
- Social interaction
- Learning and advancement
- Healthy eating
- Daylight



WHAT MAKES A COMMUNITY CENTER SUCCESSFUL?

3. Efficiency in construction and maintenance

- Structural System
- Materials and maintenance
- Mechanical System



THE PROGRAM

1. Physical Activity

- Double Gym
- Walk/Jog track
- Dance studio/Yoga (combined with banquette rooms)



THE PROGRAM

2. Social Interaction

- Greeting Reception Desk
- Concourse Lounge Seating
- Seniors Club
- Teens Club



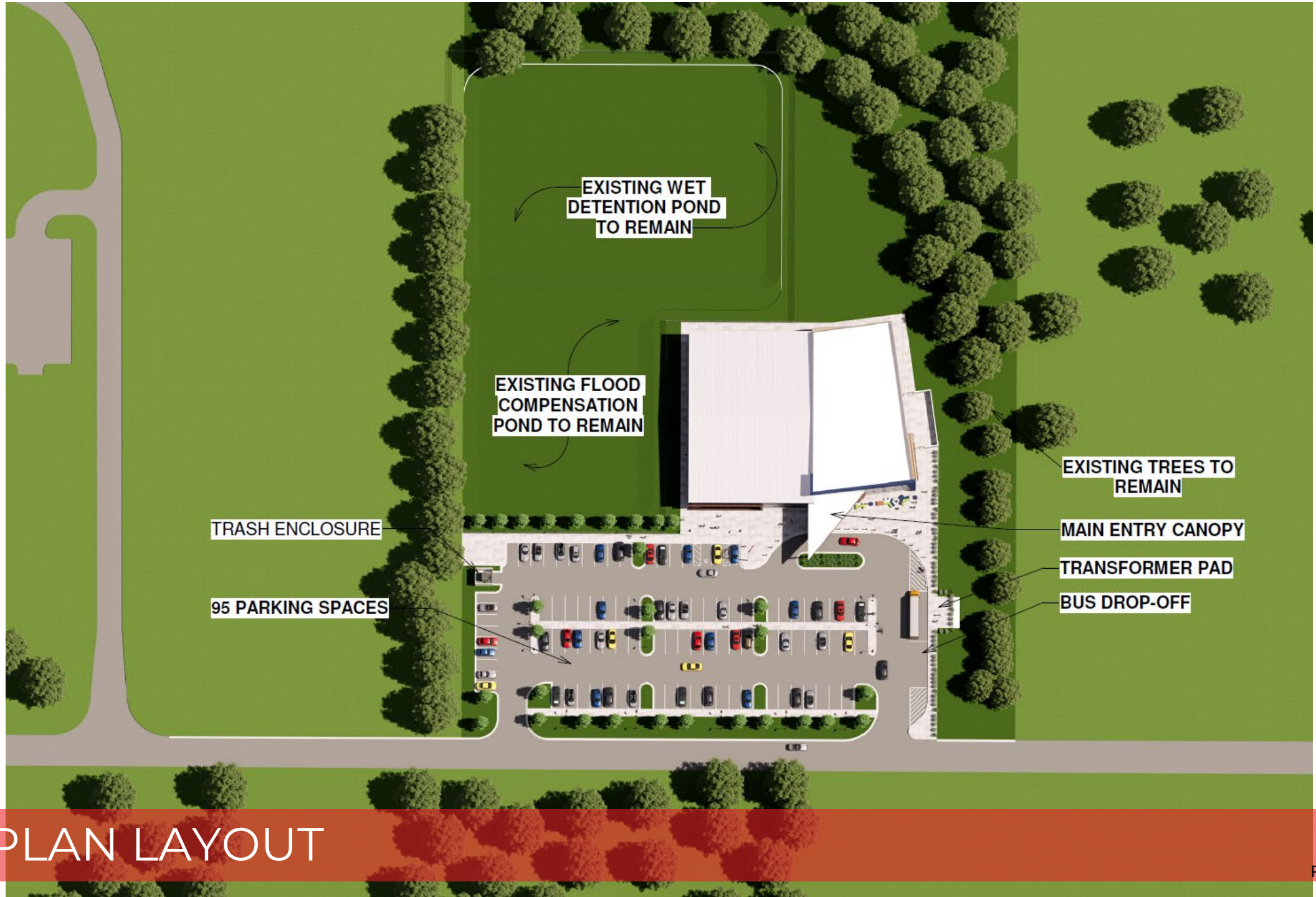
THE PROGRAM

3. Learning and Advancement

- The Learning Center
- The Art Studio

4. Staff office and supervision





SITE PLAN LAYOUT



MAIN ENTRY

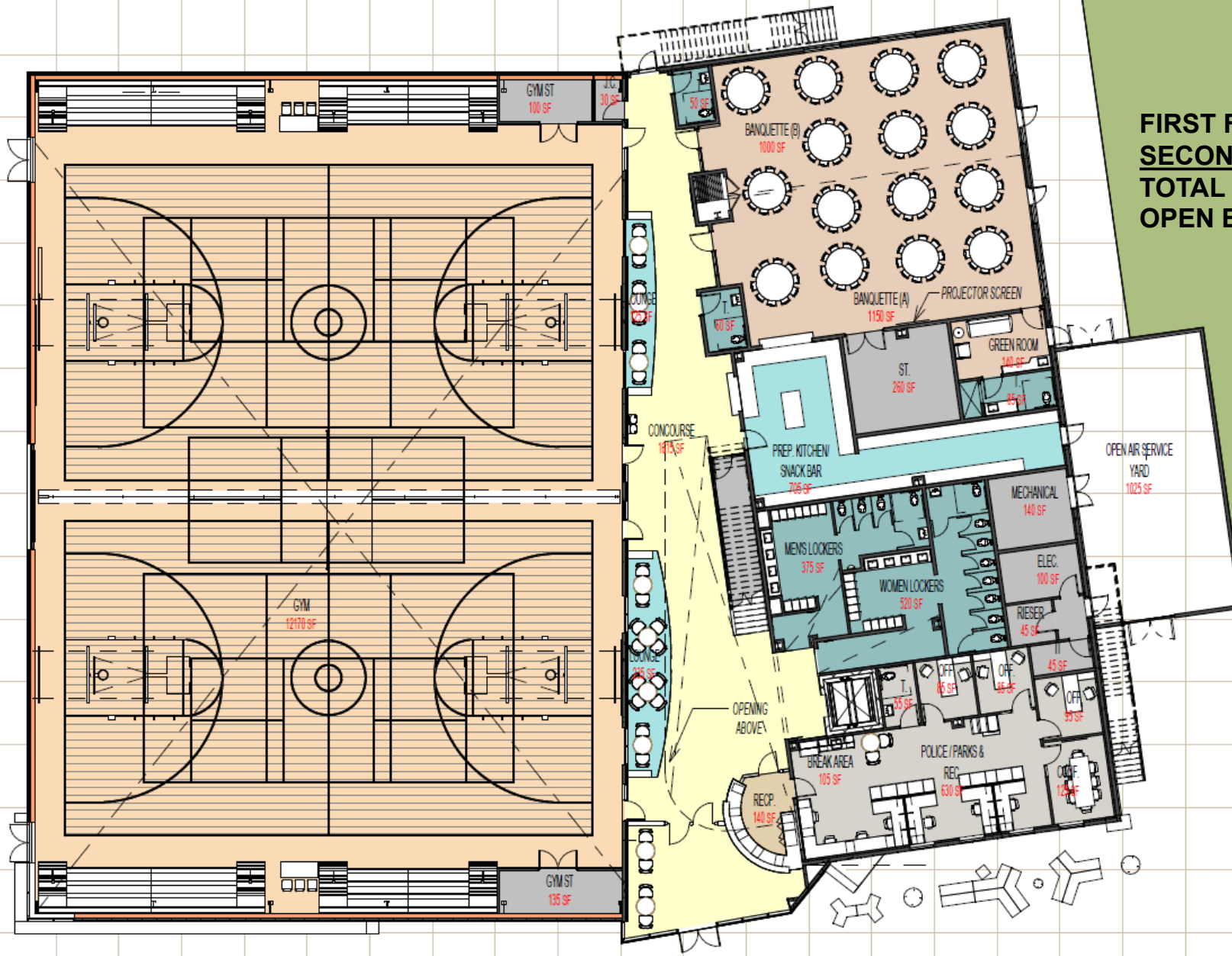


NORTHWEST





SOUTHWEST



FIRST FLOOR PLAN = 22,320 SQ.FT
SECOND FLOOR PLAN = 8,450 SQ.FT
TOTAL BUILT UP AREA= 30,770 SQ.FT
OPEN EXTERIOR STAIR= 320 SQ.FT

FIRST FLOOR PLAN





LOUNGE



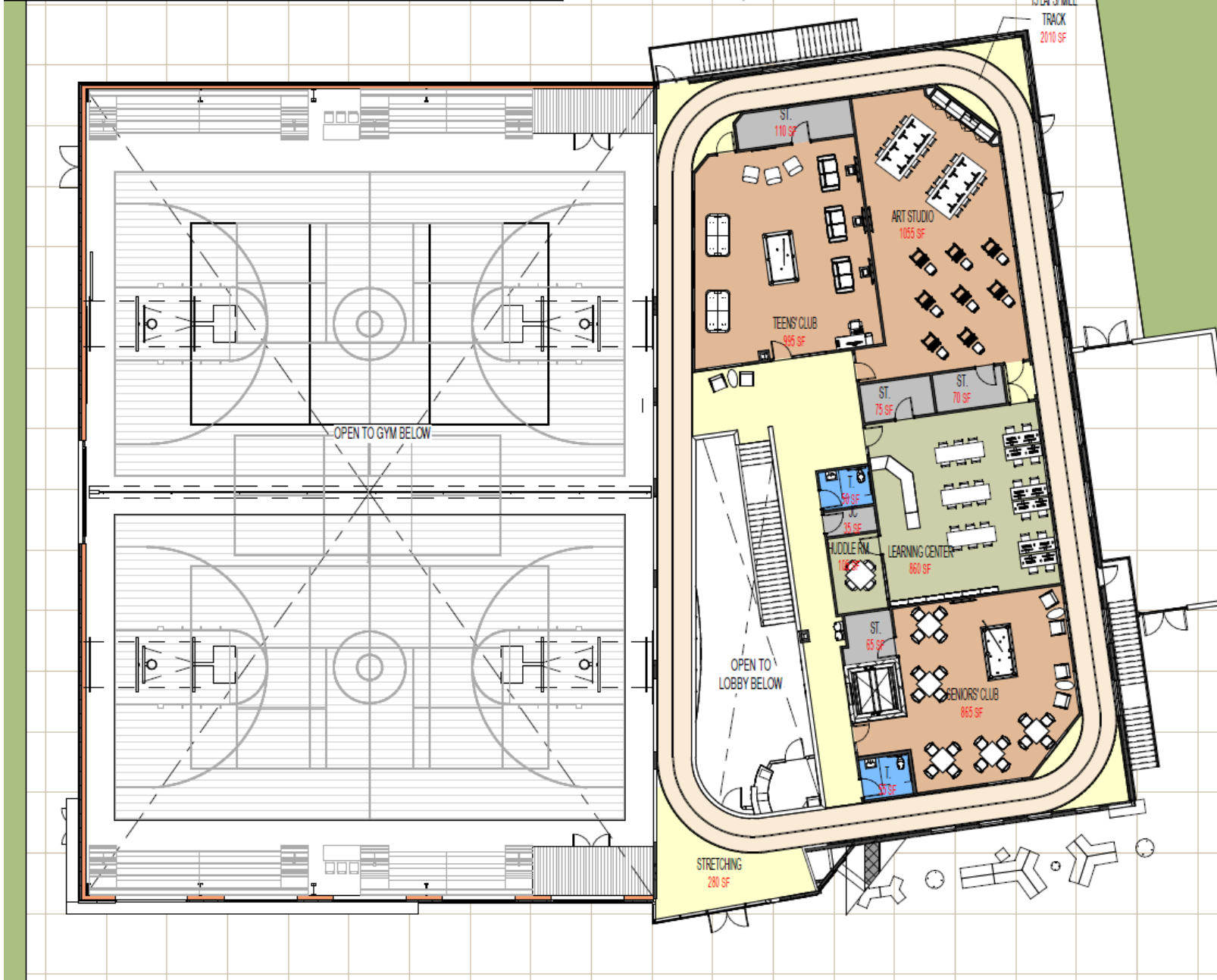
STAFF OFFICES











SECOND FLOOR PLAN







ART ROOM





TRACK OUTSIDE OF ART ROOM



TRACK OVERLOOKING GYM

AREA DESCRIPTION						
	Qty.	@	Rate	Area	Sub	Total
Arrival Space						
						3,080 270.00 831,600
Reception Area					2,435	
Reception Desk				140		
Entry Vestibule				400		
Lounges				260		
Concourse				1,635		
Profit Centers					645	
Prep-kitchen/ Snack Bar				540		
Kitchen storage				105		
Administration Facilities						1,255 240.00 301,200
Business Staff					460	
Office 1				130		
Office 2				90		
Office 3				90		
Conference Room				150		
Open office					795	
Cubical				635		
Break area				105		
Toilet				55		
Lockers Facilities						1,090 280.00 305,200
Coed Areas					0	
Express Lockers		@	1.5	0		
Family Changing Room					0	
Lockers Area				0		
Assisted Changing Rooms (2)	2	@	100	0		
Assisted Dry Changing Rooms (2)	2	@	60	0		
Women's Locker Room					470	
Lounge				470		
Rental Lockers						
Wet Vanities						
Toilets						
Men's Locker Room					395	
Lounge				395		
Day Lockers						
Wet Vanities						
Toilets						
Urinals						
Toiles					225	
Toilets @ First floor				115		
Toilets @ second floor				110		

AREA DESCRIPTION								Sub Total	Total
	Qty.	@	Rate	Area	Sub	Total	RATE/SQ.FT		
Gymnasium						12,405	190.00	2,356,950	
Double Gym				12,170					
Gym Storage				100					
Gym Storage				135					
Banquette / multi-purpose rooms						6,955	280.00	1,947,400	
Banquette A				1,065					
Banquette B				1,080					
Green room				140					
Multi-purpose/ Teens				980					
Senior's				870					
Art Room				1,080					
Learning Center				860					
Office				105					
Pre-assembly				775					
Elevated Track						2,430	250.00	607,500	
15 Laps/ mile track				2,010					
Stretching				300					
Stretching				120					
Support Facilities						1,765	175.00	308,875	
MIS & Technology				85					
Building Mechanical				155					
Riser room				45					
Electrical Rooms				110					
Janitor Closet				65					
Storage (Under stair)				140					
Storage (Banquette)				260					
Storage (Art Room)				70					
Storage (Teens)				110					
Storage (Learning Center)				75					
Storage (Senior)				65					
Elev.				75					
Exterior stair	160	@	2	320					
Open Stair	190		1	190					
Public net area				28,980					
Circulation/ Other (S.F.)						2,110	240.00	506,400	
Circulation/ Other (Percent)				7%					
INDOOR BUILDING FLOOR AREA						31,090		7,165,125	

AREA DESCRIPTION								
	Qty.	@	Rate	Area	Sub	Total	RATE/SQ.FT	Sub Total
Site Work								834,875
Parking				54,000			6.00	324,000
Walk ways and service yard				15,000			10.00	150,000
Site lighting			lump sum					50,000
Service yard encloser			lump sum					50,000
Trash Enclosure, transformer pad			lump sum					29,875
Underground Utilities			lump sum					131,000
Landscape			lump sum					100,000
Sub total cost								8,000,000
Contingency & Escalation								1,000,000
Design Contingency			5.0%					400,000
Escalation			7.5%					600,000
Construction Direct cost								9,000,000
Construction Management								1,575,000
Construction Management fees			5.0%					450,000
Overhead and Profit			6.5%					585,000
Insurance			1.0%					90,000
Construction Contingency			5.0%					450,000
Construction Manager GMP								10,575,000
Soft Cost								290,000
Furniture & kitchen equipments								200,000
Audio, Video and Data								90,000
Sub-total Project Cost								10,865,000
Other cost								1,080,725
A/E fees			9.00%					977,850
Permitting			0.50%					52,875
Owner Inspection			lump sum					50,000
Total Project Cost								11,945,725

Recreation and Outreach Center Programming Capacities

Current	Capacity	Staffing	Proposed Programming	Capacity	Staffing
Youth Basketball (Summer)	200	2 FT	Youth Basketball (Summer)	250-300	1 FT, 2 PT
Spring Break Camp	30	2 FT, 3-4 PTS	Youth Basketball (Winter/Spring)	250-300	1 FT, 2 PT
Summer Break Camp	30	2 FT, 3-4PTS	Adult Basketball (Spring)	100	1 FT, 2 PT
Winter Break Camp	30	2 FT, 3-4PTS	Adult Basketball (Summer)	100	1 FT, 2 PT
Zumba			Adult Basketball (Fall)	100	1 FT, 2 PT
Chair Yoga			Spring Break Camp	150-200	3 FT, 10-12 PTS
Ballroom Dancing			Summer Camp	150-200	3 FT, 10-12 PTS
Jazz/Tap			Winter Break Camp	150-200	3 FT, 10-12 PTS
			Afterschool Program (Daily)	50-100	1 FT, 3-4 PTS
			Teen Program (Weekly)	40	1-2 PT
			Toddler Program (monthly)	30	1-2 PT
			Kids in the Kitchen (seasonally)	20	1 FT, 1-2 PT
			Art Classes (monthly)		
			Senior Programming (daily)	15-30	1 PT
			Zumba		
			Yoga		
			Dance Studio		
			Open Gym - Basketball (Daily)	50+	1 FT
			Open Gym - Pickleball (Daily)	50+	1 FT
			HS Volleyball		
			HS Pickleball		
			Karate/Martial Arts		
			Tutoring		

Contracted Programming

School Partnership



SALARY & BENEFIT SUMMARY FORM

Department & Division Title
Department & Division Account

P&R
Parks & Recreation - Wildwood Recreation Center

		BASE BUDGET	
OBJECT #	OBJECT TITLE	TOTAL	COMMENTS
12020	Salaries & Wages	\$ 446,000	
12020	Deferred Comp	\$ -	
12020	Shift Diff/Stand-by/On-Call	\$ 2,000	
13010	Salaries & Wages - Part-Time	\$ 179,940	
14010	Overtime	\$ 3,000	
15010	Special Pay	\$ -	
15040	Executive Car Allowance	\$ -	
15050	Executive Life Insurance	\$ -	
21010	FICA Taxes	\$ 48,267	
	Retirement Requests (Please only include those individuals that have expressed interest in retiring in FY 2024)		
	Miscellaneous (Please provide a detailed explanation in the comments section)		
23010	Life & Health	\$ 103,536	
24010	Workers' Comp	\$ 10,015	

GRAND TOTAL SALARY & BENEFITS \$ 792,758

Full-Time FTE's	12.00	
INCREASES/DECREASES		

FULL-TIME SALARY BUDGET FORM

DEPT/DIV TITLEParks and Recreation - Wildwood Recreation Center

DEPT/DIV #

OF FT EMPLOYEES9

OF PT EMPLOYEES3

				DEFERRED	CAR	EXECUTIVE	FICA	LIFE &	WORKERS	WORKERS
POSITION #	EMPLOYEE NAME	TITLE	SALARY	COMP	ALLOWANCE	LIFE	7.65%	HEALTH	COMP	COMP
		RECREATION PROGRAMS SUPV (AM)	55,000				4,208	8,628		880
		RECREATION PROGRAMS SUPV (PM)	55,000				4,208	8,628		880
		RECREATION LEADER (FT)	40,000				3,060	8,628		640
		RECREATION LEADER (FT)	40,000				3,060	8,628		640
		RECREATION PROGRAMS COORDINATOR (FT)	44,000				3,366	8,628		704
		CUSTOMER SERVICE ATTENDANT (FT)	32,000				2,448	8,628		512
		CUSTOMER SERVICE ATTENDANT (PT)	24,000				1,836	8,628		384
		CUSTOMER SERVICE ATTENDANT (PT)	24,000				1,836	8,628		384
		CUSTOMER SERVICE ATTENDANT (PT)	24,000				1,836	8,628		384
		FACILITY ATTENDANT (FT)	35,000				2,678	8,628		560
		FACILITY ATTENDANT (FT)	35,000				2,678	8,628		560
		RENTAL AND EVENT COORDINATOR (FT)	38,000				2,907	8,628		608
		TOTAL	446,000	0	0	0	34,119	103,536		7,136

PT reflects permanent employee rather than seasonal.

Recreation Program Supervisor: oversees all staff and operations at the recreation center. AM shift and PM shift to cover all hours of operation.

Recreation Leader: assists coordinator with facilitating programs and athletics in the recreation center. AM and PM coverage.

Program Coordinator: plans and works with recreation leaders to schedule activities in senior, teen, art, and library rooms. Supervises the full and part-time staff for programs.

Customer Service Attendant: handles all front-of-house operations from the reception desk, including registration, memberships, and attendance.

Rental and Event Coordinator: coordinates all rentals in the banquet hall(s) and plans special events with outside organizations and/or within the facility.

Facility Attendant: a maintenance position for AM and PM coverage.

PART-TIME SALARY BUDGET FORM

DEPT/DIV TITLE Parks and Recreation - Wildwood Community Center # OF PT EMPLOYEES 17.00
 DEPT/DIV # _____ # OF PT VACANCIES _____

POSITION #	EMPLOYEE NAME	TITLE	HOURLY RATE	HOURS PER WEEK	WEEKS PER YEAR	HOURS PER YEAR	FTE	ANNUAL WAGES 13010	FICA 7.65%	LIFE & HEALTH (OVER 30 HRS)	WORKERS COMP CODE	WORKERS COMP AMOUNT
		P/T RECREATION AIDE I	15.00	25	52	1,300	0.63	19,500	1,491.75			312.00
		P/T RECREATION AIDE I	15.00	25	52	1,300	0.63	19,500	1,491.75			312.00
		SEASONAL CAMP LEAD	18.00	40	12	480	0.23	8,640	660.96			138.24
		P/T RECREATION AIDE I	15.00	25	52	1,300	0.63	19,500	1,491.75			312.00
		P/T RECREATION AIDE I	15.00	25	52	1,300	0.63	19,500	1,491.75			312.00
		P/T RECREATION AIDE I	15.00	25	52	1,300	0.63	19,500	1,491.75			312.00
		P/T RECREATION AIDE I	15.00	25	12	300	0.14	4,500	344.25			72.00
		P/T RECREATION AIDE I	15.00	25	12	300	0.14	4,500	344.25			72.00
		SEASONAL REC AIDE I	15.00	40	12	480	0.23	7,200	550.80			115.20
		SEASONAL REC AIDE I	15.00	40	12	480	0.23	7,200	550.80			115.20
		SEASONAL REC AIDE I	15.00	40	12	480	0.23	7,200	550.80			115.20
		SEASONAL REC AIDE I	15.00	40	12	480	0.23	7,200	550.80			115.20
		SEASONAL REC AIDE I	15.00	40	12	480	0.23	7,200	550.80			115.20
		SEASONAL REC AIDE I	15.00	40	12	480	0.23	7,200	550.80			115.20
		SEASONAL REC AIDE I	15.00	40	12	480	0.23	7,200	550.80			115.20
		SEASONAL REC AIDE I	15.00	40	12	480	0.23	7,200	550.80			115.20
		TOTAL		575.00	404.00	11,900.00	5.72	179,940.00	13,765.41			2,879.04

FY 2023 BUDGET SUBMITTAL
Recreation and Outreach Center Proposed
Operating Budget Summary

OBJECT DESCRIPTION	PROPOSED BUDGET
Salaries - Accrued Payroll	
Salaries - General Employees	470,000
Shift Differential	0
Salaries - Part-time	179,940
Overtime	2,000
Emp Student Loan Program	
FICA Taxes	50,103
Retirement Contribution (OLD)	
Retirement Contribution (DB/VH)	
Retirement Contribution (DC)	40,001
Life & Health Insurance	103,329
Workers Compensation	44,675
PERSONNEL SUBTOTALS	890,048
Other Services	15,775
Travel, Per Diem, Training	
Communication Services-outside	5,100
Freight & Postage services	0
Utility Services	180,000
Rental & Leases	3,500
Promotional Activities	7,870
Repair & Maintenance	21,975
Office Supplies	3,000
Operating Supplies - Other	51,000
Machinery & Equipment (- \$4,999)	9,500
Books, Publications, Subscript.	7,870
OPERATING SUBTOTALS	305,590
IT Allocation	26,260
ALLOCATION SUBTOTALS	26,260
RECREATION TOTALS	1,221,898

CITY COMMISSION OF THE CITY OF WILDWOOD

EXECUTIVE SUMMARY

SUBJECT: Recreation and Outreach Center Discussion

REQUESTED ACTION: Staff requests direction regarding the Recreation and Outreach Center.

CONTRACT:

Vendor/Entity:

Effective Date:

Termination Date:

Managing Division/Department:

BUDGET IMPACT:

HISTORY/FACTS/ISSUES:

At the February 13, 2023, City Commission meeting, the Commission approved a contract with OLC Architects to complete conceptual design services for the planned Recreation and Outreach Center at Dr. Martin Luther King Jr. Park. Should the Commission intend to move forward with the project in accordance with the Strategic Plan, the City Manager will finalize the contract with OLC Architects to move the project into the formal pre-construction and design phase.

CITY COMMISSION OF THE CITY OF WILDWOOD

EXECUTIVE SUMMARY

SUBJECT: RFQ #2023-07 Continuing Professional Engineering Services

REQUESTED ACTION: Staff recommends approval of ranking and authorization to enter into contract negotiations.

CONTRACT:

Vendor/Entity:

Effective Date:

Termination Date:

Managing Division/Department: Executive

BUDGET IMPACT: Fees associated with the agreements approved under this item will be budgeted in various departments and project expense line items.

HISTORY/FACTS/ISSUES:

On February 28th, City staff issued RFQ #2023-07 for Engineering Continuing Professional Services. The City last issued an RFQ for these services in FY 2019, therefore it was determined that the City should re-advertise the services. The RFQ resulted in thirteen (13) timely qualifications packages being received by the opening date and time of April 4, 2023, at 11:00 a.m. All proposals were responsive to the RFQ requirements.

The Selection Committee for this RFQ consisted of Jason Martin, Assistant Utility Director; Wayne Bouchard, Utilities Operations Manager; Thomas Rigwood, Assistant Public Works Director; Hector Sanchez, Capital Projects Manager; and Cassandra Smith, Assistant City Manager/CFO. The Selection Committee held an initial review of the proposals on Thursday, April 13th. At this meeting, the committee members short-listed the top five firms based on the cumulative scores of all committee members. Those top five firms included: Kimley-Horn; CPH, LLC; Jones Edmunds; Chastain-Skillman; and Halff Associates. These five firms were invited to make presentations to the Selection Committee on Thursday, April 20th, 2023.

Prior to April 20th, a review of the individual ranking sheets of each member of the Selection Committee revealed a discrepancy in how the scoring for MBE (Minority Business Enterprise) preference points was handled. Submittals were allowed five (5) points if they were a certified MBE business. Some committee members only gave the five (5) points if the primary submitter was a certified MBE (which none of the submitters were). Other committee members allowed a varied number of points based on the MBE status of their named sub-consultants. Once the discrepancy was identified, an analysis was done to determine if the top five firms would be the same had all committee members handled the MBE points in the same manner. Scores were calculated using two different methodologies and compared those results with the original results. It was determined that the top five firms would remain the same no matter how the MBE scoring was handled, therefore it was decided to move forward with the decision originally made by the committee and hold interviews for the five firms identified in the first round.

At the conclusion of the presentations, the committee members discussed and scored the five firms. The scores of each committee member were compiled to determine a final ranking for all

firms. The final ranking was as follows:

1. CPH, LLC
2. Kimley-Horn
3. Halff Associates
4. Jones Edmunds
5. Chastain-Skillman

The Committee then discussed how many firms to enter into negotiations with. It was unanimously decided that the optimal number of firms to have available for continuing engineering services would be three firms. Therefore, the Selection Committee respectfully requests that the Commission approve the final rankings of the Selection Committee and authorize the City Manager to enter into negotiations with CPH, LLC, Kimley-Horn, and Halff Associates for continuing services agreements.

RFQ #2023-07
Engineering Continuing Services
Request for Qualifications
Scoring Sheet
Results of Presentations on April 20, 2023

		Kimley-Horn	CPH, LLC	Jones Edmunds	Chastain- Skillman	Halff Associates
Capability to Perform Required Services (Max 30 Points)	Cassandra Smith	28	30	28	25	28
	Thomas Rigwood	30	30	25	23	28
	Hector Sanchez	28	28	26	27	28
	JasonMartin	29	29	27	26	28
	Wayne Bouchard	27	28	27	27	28
Relevant Experience - Comparable Projects/Jurisdictions (Max 35 Points)	Cassandra Smith	34	35	30	30	33
	Thomas Rigwood	32	30	25	25	27
	Hector Sanchez	32	33	30	30	31
	JasonMartin	33	32	29	28	32
	Wayne Bouchard	30	31	30	29	32
Qualifications/Skillset of Key Personell (Max 30 Points)	Cassandra Smith	29	30	27	27	28
	Thomas Rigwood	30	28	25	25	28
	Hector Sanchez	28	28	28	28	28
	JasonMartin	28	29	28	27	28
	Wayne Bouchard	30	30	30	30	30
MBE 5 pts	Cassandra Smith	0	0	0	0	0
	Thomas Rigwood	0	0	0	0	0
	Hector Sanchez	0	0	0	0	0
	JasonMartin	0	0	0	0	0
	Wayne Bouchard	0	0	0	0	0
Total Points (Maximum 100 Points)	Cassandra Smith	91	95	85	82	89
	Thomas Rigwood	92	88	75	73	83
	Hector Sanchez	88	89	84	85	87
	JasonMartin	90	90	84	81	88
	Wayne Bouchard	87	89	87	86	90
Total Cumulative Points:		448	451	415	407	437
Final Ranking:		2	1	4	5	3



CITY OF WILDWOOD
ENGINEERING CONTINUING SERVICES
PRESENTATION EVALUATION

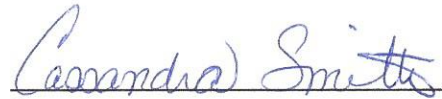
Name: Thomas J. Lyford Date: 4/20/23

RFQ# 2023-07

	COMPLIANCE W/RFQ				Total Points
	Capability to Perform Required Services	Relevant Experience in Comparable Projects/Services and Similar Jurisdictions	Qualifications, Skillset, and Experience of Key Personnel	MBE	
APPLICANTS	30 pts	35 pts	30 pts	5 pts	100 pts possible
<u>Kimley-Horn</u>	30	32	30	0	92
<u>CPH, LLC</u>	30	30	28	0	88
<u>Jones Edmunds</u>	25	25	25	0	75
<u>Chastain Skillman</u>	23	25	25	0	73
<u>Halff Associates</u>	28	27	28	0	83



CITY OF WILDWOOD
ENGINEERING CONTINUING SERVICES
PRESENTATION EVALUATION


 4/20/23
 Name: _____ Date: _____

RFQ# 2023-07

	COMPLIANCE W/RFQ				Total Points
	Capability to Perform Required Services	Relevant Experience in Comparable Projects/Services and Similar Jurisdictions	Qualifications, Skillset, and Experience of Key Personnel	MBE	
APPLICANTS	30 pts	35 pts	30 pts	5 pts	100 pts possible
<u>Kimley-Horn</u>	28	34	29	0	91 0
<u>CPH, LLC</u>	30	35	30	0	95 0
<u>Jones Edmunds</u>	28	30	27	0	85 0
<u>Chastain Skillman</u>	25	30	27	0	82 0
<u>Halff Associates</u>	28	33	28	0	89 0



CITY OF WILDWOOD
ENGINEERING CONTINUING SERVICES
PRESENTATION EVALUATION

RFQ# 2023-07

Name: HECTOR R SANDOZ

Date: 04/20/2023

	COMPLIANCE W/RFQ				Total Points
	Capability to Perform Required Services	Relevant Experience in Comparable Projects/Services and Similar Jurisdictions	Qualifications, Skillset, and Experience of Key Personnel	MBE	
APPLICANTS	30 pts	35 pts	30 pts	5 pts	100 pts possible
<u>Kimley-Horn</u>	28	32	28	0	0
<u>CPH, LLC</u>	28	33	28	0	0
<u>Jones Edmunds</u>	26	30	28	0	0
<u>Chastain Skillman</u>	27	30	28	0	0
<u>Halff Associates</u>	28	31	28	0	0

88
89
84
85
87



CITY OF WILDWOOD

ENGINEERING CONTINUING SERVICES

PRESENTATION EVALUATION

Jason Martin

4-20-23

Name:

Date:

RFQ# 2023-07

		COMPLIANCE W/RFQ			
	Capability to Perform Required Services	Relevant Experience in Comparable Projects/Services and Similar Jurisdictions	Qualifications, Skillset, and Experience of Key Personnel	MBE	Total Points
APPLICANTS	30 pts	35 pts	30 pts	5 pts	100 pts possible
<u>Kimley-Horn</u>	29	33	28	0	90
<u>CPH, LLC</u>	29	32	29	0	90
<u>Jones Edmunds</u>	27	29	28	0	84
<u>Chastain Skillman</u>	26	28	27	0	81
<u>Halff Associates</u>	28	32	28	0	88



CITY OF WILDWOOD
ENGINEERING CONTINUING SERVICES
PRESENTATION EVALUATION

Name: Wayne Bunker Date: 4/26/23

RFQ# 2023-07

	COMPLIANCE W/RFQ				Total Points
	Capability to Perform Required Services	Relevant Experience in Comparable Projects/Services and Similar Jurisdictions	Qualifications, Skillset, and Experience of Key Personnel	MBE	
APPLICANTS	30 pts	35 pts	30 pts	5 pts	100 pts possible
<u>Kimley-Horn</u>	27	30	30	0	87 0
<u>CPH, LLC</u>	28	31	30	0	89 0
<u>Jones Edmunds</u>	27	30	30	0	87 0
<u>Chastain Skillman</u>	27	29	30	0	86 0
<u>Halff Associates</u>	28	32	30	0	90 0



Project Name: Engineering Continuing Professional Services
RFQ # 2023-07

	EVALUATORS						
	Jason Martin	Wayne Bouchard	Hector Sanchez	Thomas Rigwood	Cassandra Smith	Total Points	Ranking
APPLICANTS							
<u>Bentley Group</u>	73	74	85	82	81	395	
<u>Chastain Skillman</u>	84	85	81	83	88	421	4
<u>CPH, LLC</u>	88	86	90	93	92	449	2
<u>Davis Dinkins Engineering</u>	73	76	80	66	72	367	
<u>Florida Technical Consultants</u>	73	77	76	60	57	343	
<u>Halff Associates</u>	84	84	90	72	88	418	5
<u>Infrastructure Consulting & Engineering</u>	79	74	84	77	81	395	
<u>JBrown Professional Group (JB Pro)</u>	67	72	83	60	62	344	
<u>Jones Edmunds</u>	84	85	90	78	90	427	3
<u>Kimley-Horn</u>	87	82	92	98	91	450	1
<u>Mittauer & Associates</u>	84	83	88	66	73	394	
<u>Tetra Tech</u>	80	77	93	66	88	404	6
<u>Wright-Pierce</u>	84	81	86	71	78	400	7



CITY OF WILDWOOD

PROFESSIONAL ENGINEERING SERVICES
SELECTION EVALUATION - RFQ# 2023-07

Name:

Thomas J. [Signature]

Date:

4/13/23

Notes:	COMPLIANCE W/RFQ				Total Points
	Capability of Consultant	Relevant Experiences	Experience of Key Proposed Personnel	Minority Business Enterprise	
1. Capability of the Consultant: Capability of the Consultant to perform the services required.					
2. Relevant Experiences: Relevant experience in comparable projects/services and experience with similar size and type jurisdictions in similar environments, including client references.					
3. Experience of Key Proposed Personnel: Qualifications, skillset, and experience of key personnel and ability to provide qualified services.					
APPLICANTS	30 pts	35 pts	30 pts	5 pts	
<u>Bentley Group</u>	27	30	25	0	82
<u>Chastain Skillman</u>	25	28	25	5	83
<u>CPH, LLC</u>	30	33	25	5	93
<u>Davis Dinkins Engineering</u>	22	22	22	0	66
<u>Florida Technical Consultants</u>	20	20	20	0	60
<u>Halff Associates</u>	23	21	23	5	72
<u>Infrastructure Consulting & Engineering</u>	24	24	24	5	77
<u>JBrown Professional Group (JB Pro)</u>	20	20	20	0	60
<u>Jones Edmunds</u>	25	25	25	3	78
<u>Kimley-Horn</u>	30	35	30	3	98
<u>Mittauer & Associates</u>	23	23	20	0	66
<u>Tetra Tech</u>	23	23	20	0	66
<u>Wright-Pierce</u>	24	24	20	3	71



CITY OF WILDWOOD

PROFESSIONAL ENGINEERING SERVICES
SELECTION EVALUATION - RFQ# 2023-07

Jason L. Martin 4-13-23

Name:

Date:

Notes:	COMPLIANCE W/RFQ				Total Points
	Capability of Consultant	Relevant Experiences	Experience of Key Proposed Personnel	Minority Business Enterprise	
1. Capability of the Consultant: Capability of the Consultant to perform the services required. 2. Relevant Experiences: Relevant experience in comparable projects/services and experience with similar size and type jurisdictions in similar environments, including client references. 3. Experience of Key Proposed Personnel: Qualifications, skillset, and experience of key personnel and ability to provide qualified services.	30 pts	35 pts	30 pts	5 pts	
APPLICANTS					
Bentley Group	22	26	24	1	73
Chastain Skillman	26	29	27	2	84
CPH, LLC	28	30	28	2	88
Davis Dinkins Engineering	21	27	25	0	73
Florida Technical Consultants	21	26	26	0	73
Halff Associates	26	29	27	2	84
Infrastructure Consulting & Engineering	24	27	26	2	79
JBrown Professional Group (JB Pro)	20	25	22	0	67
Jones Edmunds	25	30	28	1	84
Kimley-Horn	27	31	28	1	87
Mittauer & Associates	26	30	28	0	84
Tetra Tech	23	30	27	0	80
Wright-Pierce	25	29	28	2	84



CITY OF WILDWOOD

PROFESSIONAL ENGINEERING SERVICES
SELECTION EVALUATION - RFQ# 2023-07

Name: Wayne Bouchard Date: 4/13/23

Notes:	COMPLIANCE W/RFQ				Total Points	
	Capability of Consultant	Relevant Experiences	Experience of Key Proposed Personnel	Minority Business Enterprise		
1. Capability of the Consultant: Capability of the Consultant to perform the services required. 2. Relevant Experiences: Relevant experience in comparable projects/services and experience with similar size and type jurisdictions in similar environments, including client references. 3. Experience of Key Proposed Personnel: Qualifications, skillset, and experience of key personnel and ability to provide qualified services.	30 pts	35 pts	30 pts	5 pts		
APPLICANTS						
Bentley Group	25	23	24	2	74 0	④
Chastain Skillman	29	27	27	2	85 0	①
CPH, LLC	29	28	27	2	86 0	①
Davis Dinkins Engineering	25	25	26	0	76 0	①
Florida Technical Consultants	25	26	26	0	77 0	⑨
Halff Associates	28	27	27	2	84 0	④
Infrastructure Consulting & Engineering	25	23	24	2	74 0	⑩
JBrown Professional Group (JB Pro)	25	23	23	1	72 0	⑪
Jones Edmunds	28	28	28	1	85 0	③
Kimley-Horn	27	27	27	1	82 0	⑥
Mittauer & Associates	28	28	27	0	83 0	⑤
Tetra Tech	25	26	26	0	77 0	⑤
Wright-Pierce	26	26	27	2	81 0	⑦



CITY OF WILDWOOD

PROFESSIONAL ENGINEERING SERVICES
SELECTION EVALUATION - RFQ# 2023-07

Name: Cassandra Smith Date: 4-13/23

Notes:	COMPLIANCE W/RFQ				Total Points
	Capability of Consultant	Relevant Experiences	Experience of Key Proposed Personnel	Minority Business Enterprise	
1. Capability of the Consultant: Capability of the Consultant to perform the services required. 2. Relevant Experiences: Relevant experience in comparable projects/services and experience with similar size and type jurisdictions in similar environments, including client references. 3. Experience of Key Proposed Personnel: Qualifications, skillset, and experience of key personnel and ability to provide qualified services.					
APPLICANTS	30 pts	35 pts	30 pts	5 pts	
<u>Bentley Group</u>					
	25	30	26	0	81
<u>Chastain Skillman</u>					
	27	33	28	0	88
<u>CPH, LLC</u>					
	29	35	28	0	92
<u>Davis Dinkins Engineering</u>					
	22	25	25		72
<u>Florida Technical Consultants</u>					
	15	20	22	0	57
<u>Halff Associates</u>					
	28	32	28	0	88
<u>Infrastructure Consulting & Engineering</u>					
	25	30	26	0	81
<u>JBrown Professional Group (JB Pro)</u>					
	20	22	20	0	62
<u>Jones Edmunds</u>					
	28	33	29	0	90
<u>Kimley-Horn</u>					
	28	35	28	0	91
<u>Mittauer & Associates</u>					
	22	28	23	0	73
<u>Tetra Tech</u>					
	28	32	28	0	88
<u>Wright-Pierce</u>					
	24	29	25	0	78



CITY OF WILDWOOD

PROFESSIONAL ENGINEERING SERVICES
SELECTION EVALUATION - REQ# 2023-07


Name: Hector R. Sanchez

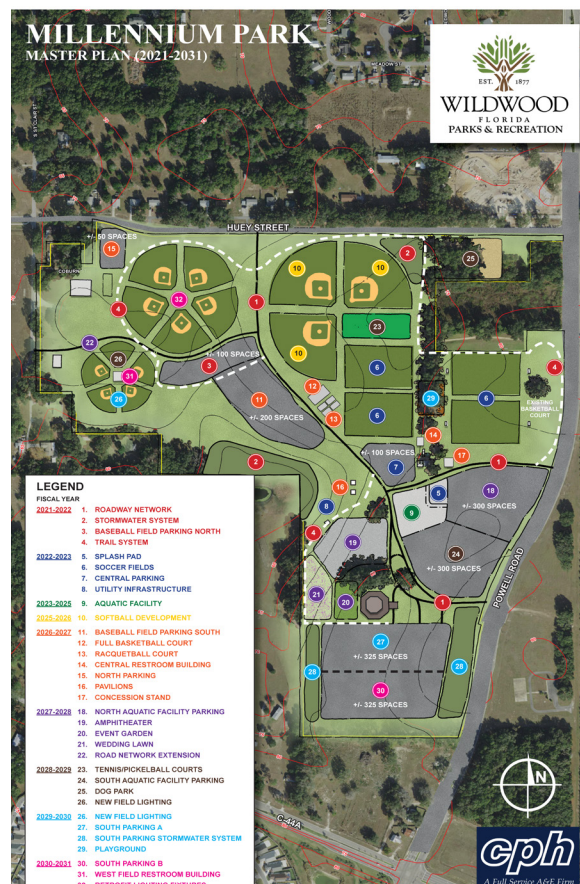
Date:

Notes:	COMPLIANCE W/RFQ				Total Points
	Capability of Consultant	Relevant Experiences	Experience of Key Proposed Personnel	Minority Business Enterprise	
1. Capability of the Consultant: Capability of the Consultant to perform the services required. 2. Relevant Experiences: Relevant experience in comparable projects/services and experience with similar size and type jurisdictions in similar environments, including client references. 3. Experience of Key Proposed Personnel: Qualifications, skillset, and experience of key personnel and ability to provide qualified services.					
APPLICANTS	30 pts	35 pts	30 pts	5 pts	
<u>Bentley Group</u>	27	30	28	0	85
<u>Chastain Skillman</u>	27	28	26	0	81
<u>CPH, LLC</u>	29	33	28	0	90
<u>Davis Dinkins Engineering</u>	26	28	26	0	80
<u>Florida Technical Consultants</u>	25	25	26	0	76
<u>Halff Associates</u>	29	33	28	0	90
<u>Infrastructure Consulting & Engineering</u>	28	30	26	0	84
<u>JBrown Professional Group (JB Pro)</u>	27	30	26	0	83
<u>Jones Edmunds</u>	29	33	28	0	90
<u>Kimley-Horn</u>	29	34	29	0	92
<u>Mittauer & Associates</u>	28	32	28	0	88
<u>Tetra Tech</u>	30	34	29	0	93
<u>Wright-Pierce</u>	28	30	28	0	86

REQUEST FOR QUALIFICATIONS

ENGINEERING CONTINUING PROFESSIONAL SERVICES

DUE DATE: 4.4.2023 | RFQ# 2023-07



CPH, LLC | 500 W Fulton Street, Sanford, FL 32771 |
407.322.6841 | info@cphcorp.com | www.cphcorp.com

RFQ COVER PAGE

Name of Firm, Entity or Organization:

CPH Consulting, LLC. dba CPH LLC.

Federal Employer Identification Number (FEIN): 59-2068806

State of Florida License Number (If Applicable): 3215

Name of Contact Person: Nikhel Jindal, GCC, Assoc. DBIA, ENV SP

Title: Chief Strategy and Success Officer

E-Mail Address: info@cphcorp.com

Mailing Address: 500 West Fulton Street

Street Address (if different):

City, State, Zip: Sanford, FL 32771

Telephone: 407.322.6841

Fax: 407.330.0639

Organizational Structure – Please Check One:

Corporation ☐ Partnership ☐ Proprietorship ☐ Joint Venture ☐ Other ☒ Limited Liability Company

If Corporation:

Date of Incorporation:

State of Incorporation:

States Registered in as Foreign Corporation:

Authorized Signature:

Print Name: Nikhel Jindal, GCC, Assoc. DBIA, ENV SP

Signature: 

Title: Chief Strategy and Success Officer

Phone: 407.322.6841

This document must be completed and returned with your Submittal.

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STATEMENT OF INTEREST

TAB A – STATEMENT OF INTEREST

April 2, 2023

City of Wildwood
100 N Main Street
Wildwood, FL 34785

RE: “ENGINEERING CONTINUING PROFESSIONAL SERVICES” | RFQ #2023-07

Dear Selection Committee Members:

We have enjoyed our relationship with the City of Wildwood and appreciate the opportunity to submit our team and qualifications for consideration for the renewal of the Engineering Continuing Professional Services contract. In the last six years we have been working with the City, our team has grown significantly and we are proud of the expanded resources and capabilities we can offer the City. Our team has grown from 240 staff members to over 305 full time employees, with most of the growth coming within our Sanford and Orlando offices. This expansion now provides exhaustive resources related to licensed architects, mechanical/electrical/plumbing engineers, civil engineers, and structural engineers. This allows us to continue to work as an extension of your staff and quickly react to needs that the City may have under the master services agreement.

Our firm provides the City with a diversity of skills through our on-staff resources. For instance, when the City had concerns about the settlement in the Commission Chambers, our in-house structural engineers were able to mobilize within 24 hours, and our team was able to capitalize on our relationships with Geotechnical firms to get on-site evaluation within the week. Our team was able to assist the City in determining the best course of action within the two weeks of the identification of the problem. This Level of Service is a CPH standard for our clients—immediate response for immediate needs. The Commission Chambers project is just one example of our “drop everything” approach to helping out our clients, such as the City of Wildwood, in a pinch.

Another example of our approach is our desire to be the best stewards of the City’s funds and act as an extension of City staff. During the Millennium Park Phase I Design, when we also realized that a developer was building adjacent to the park, we approached the City about the potential of a joint-use pond. The agreement ultimately included increased stormwater capacity without impact to the City’s park property, and additional connectivity, providing an enhanced quality as well—all while saving the City money. Though coordination with the developer did slow down our process a bit, as we adapted for their schedule and design, the project was an overall success in the cost savings to the City of Wildwood and increased value added to the end product. A win-win all around. Over the past six years, CPH has developed a history with the City of Wildwood focused on service, and we’re prepared to grow that approach through this renewal.

In terms of our utility engineering expertise with the City of Wildwood, CPH’s team completed the Conceptual Design Report (CDR) for the Wastewater Treatment Plant Expansion in an expeditious manner, due to the accelerated growth occurring within the City and local area. The CPH team evaluated forty-two (42) potential nutrient removal technologies with respect to reducing the nutrient (TN and TP) in the reclaimed water. The CDR identified the recommended long-term nutrient removal system improvements required, short-term/interim improvements to the existing treatment facility, and a conceptual layout of the proposed improvements for a new 6.0 MGD WRF. The CDR was approved by City Staff and the City Commission within schedule, and now the CPH team is under design.

CPH was founded as municipal engineering firm in 1981 and has since provided services to clients throughout the State of Florida. Our primary focus has been providing engineering services for projects that include public works complexes, water/wastewater treatment plants, collection and distribution systems, stormwater and site design services, roadway and streetscapes, trails and pedestrian improvements, parks and recreational projects, public safety projects, offices, and other municipal projects. We have worked with many of our clients for more than 41 years. CPH has served over 60 separate City and County municipal clients with professional engineering services including all facets of planning, design, permitting and construction management of over \$500 Million in utility improvements in the last ten (10) years, with hundreds of millions more completed in our 40+ year history. Our team has completed countless similar projects under an as-needed or continuing contracts.



500 W. Fulton Street
Sanford, FL 32771
Phone: 407.322.6841
Fax: 407.330.0639
www.cphcorp.com



**190+ FULL TIME
STAFF MEMBERS
IN SANFORD AND
ORLANDO**



**MULTI-
DISCIPLINARY
FIRM WITH
EXTENSIVE IN-
HOUSE
RESOURCES**



**42 YEARS OF
EXPERIENCE
IN MUNICIPAL
ENGINEERING**

Our comprehensive firm experience covers all facets of municipal and private potable water, reuse water, and wastewater projects which include pumping, distribution, treatment, collection, hydraulic modeling, rate studies, master utility planning, utility retrofit programs in existing developed areas and all related permitting. CPH has provided design, permitting, and construction services for utility infrastructure projects with pipe sizes ranging from 4" to 84" and has provided services for over 500 miles of pipeline projects. Our wastewater pump station experience includes hundreds of pump stations from small site specific stations to large regional pump stations valued at over \$40 million. Our lift station experience includes implementation of SCADA design and control, generators, odor control systems, diversions, screening, site and easement acquisition, and wet well rehabilitations. In addition to new and rehab pump projects, we also have completed pump station elimination projects to help our client reduce the number of stations in their system to increase system efficiency. Our team has provided services for small to large regional wastewater collection systems that include replacement, evaluation and repairs, expansions, upgrades, pipe bursting, CIPP lining, manhole adjustment and repairs, and pump stations retrofits or elimination programs. Our key staff members hold certifications with the National Association of Sewer Service Companies that include the Pipeline Assessment & Certification Program (PACP), Manhole Assessment & Certification Program (MACP) and Lateral Assessment & Certification Program (LACP).



**PAST
SUCCESSFUL
WORKING
RELATIONSHIP
WITH THE CITY OF
WILDWOOD**

CPH's potable water experience not only includes full water treatment plant design and retrofit but also exceptional experience in potable water distribution and transmission systems. CPH's team is well versed in various installation methods including open cut, micro tunneling, directional drill, jack and bore, subaqueous, as well as aerial crossings. In fact, CPH recently completed the largest pipe bursting project in the United States for the City of Casselberry; which included over 40 miles of potable water pipe replacement through pipe bursting. Our recent line work includes several large directional drills under key highways and environmentally sensitive areas. CPH has also worked on asbestos water main replacement projects in developed neighborhoods that included close tolerance directional drills in combination with open cut installations. In addition to potable water pipeline work we also provide hydraulic modeling, master planning, and grant and funding assistance.



**THOROUGH
UNDERSTANDING
OF CITY CAPITAL
PLAN AND
INFRASTRUCTURE**

CPH also brings an extensive history in planning, designing and permitting roadway, bicycle, and pedestrian facilities within the State of Florida. CPH has provided services for over 300 miles of transportation experience including roadway dieting, widening, safety improvements, and development of complete streets. This expertise includes over 40 FDOT LAP projects in the last ten (10) valued at over \$50 million. The CPH team has developed a successful approach to these types of projects and we understand the scope, complexity, funding requirements, schedules and public involvement process required to complete each project on time and within budget. Our roadway design staff has an in-depth knowledge of the numerous design standards to aid in the design of roadways. Some of these manuals include: FDOT Design Standards, FDOT Plans Preparation Manuals, and the FDOT Manual of Uniform Minimum Standards for Design, Construction, and Maintenance for Streets & Highways (Florida Greenbook). In addition to the roadway design manuals, CPH is well versed in the Florida Bicycle Facilities Planning and Design Handbook and is FDOT certified for preparing Traffic Control Plans (TCP).

CPH has ample resources and availability that will be dedicated to the development of the City's projects. We have a history of successfully meeting our clients' goals and budgets for their projects, and make a commitment to assisting the City to meet budgetary and schedule goals for assigned tasks.

We appreciate the opportunity to submit our qualifications and look forward to continuing our successful relationship with the City of Wildwood.

Sincerely,
CPH, LLC

Nikhel Jindal, GCC, Assoc. DBIA, ENV SP | Chief Strategy and Success Officer

FIRM PROFILE

TAB B – FIRM PROFILE

FORM 1

FIRM PROFILE

1. Firm (or joint venture) Name & Address CPH Consulting, LLC. dba CPH LLC. 500 West Fulton Street, Sanford, FL 32771	1c. Licensed to do business in the State of Florida ☒ Yes ☐ No
1a. Firm is ☒ National ☐ Regional ☐ Local FEIN # <u>59-2068806</u>	1d. Name, Title & Telephone Number of Principal to Contact Nikhel Jindal, GCC, Assoc. DBIA, ENV SP Chief Strategy and Success Officer 407.322.6841
1b. Firm is a Certified Minority Business Enterprise ☐ Yes ☒ No	1e. Address of office to perform work, if different from Item 1
2. If submittal is by joint venture list participating firms and outline specific areas of responsibility (including administrative, technical, and financial) for each firm: N/A 3a. Has this joint venture previously worked together? ☐ Yes ☐ No	

PROFESSIONAL ENGINEERS

Licensee Information

Name: CPH, LLC (Primary Name)
CPH (DBA Name)
Main Address: 500 W FULTON STREET
SANFORD Florida 32771
County: SEMINOLE
License Location: 500 WEST FULTON STREET
SANFORD FL 32772
County: SEMINOLE

License Information

License Type: Registry
Rank: Registry
License Number: 3215
Status: Current
Licensure Date: 04/22/1981
Expires:

State of Florida Department of State

I certify from the records of this office that CPH, LLC is a Delaware limited liability company authorized to transact business in the State of Florida, qualified on May 31, 2022.

The document number of this limited liability company is M22000008499.

I further certify that said limited liability company has paid all fees due this office through December 31, 2023, that its most recent annual report was filed on January 5, 2023, and that its status is active.

I further certify that said limited liability company has not filed a Certificate of Withdrawal.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Fifth day of January, 2023*



[Signature]
Secretary of State

Tracking Number: 5848158904CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

ARCHITECTURE

Licensee Information

Name: CPH LLC (Primary Name)
CPH CONSULTING, LLC (DBA Name)
Main Address: 500 WEST FULTON STREET
SANFORD Florida 32771
County: SEMINOLE

License Information

License Type: Architect Business Information
Rank: Business Info
License Number:
Status: Current
Licensure Date: 04/04/2005
Expires:

Special Qualifications

Fictitious Name: Qualification Effective
04/04/2005

LANDSCAPE ARCHITECTS

Licensee Information

Name: CPH CONSULTING LLC (Primary Name)
Main Address: 500 W FULTON ST
SANFORD Florida 32771
County: SEMINOLE

License Information

License Type: Landscape Architecture Business Information
Rank: Business Info
License Number:
Status: Current
Licensure Date: 07/11/2022
Expires:

SURVEYORS & MAPPERS



Florida Department of Agriculture and Consumer Services
Division of Consumer Services
Board of Professional Surveyors and Mappers
2005 Apalachee Pkwy Tallahassee, Florida 32399-6500

License No.: LB7143
Expiration Date: February 28, 2025

Professional Surveyor and Mapper Business License

Under the provisions of Chapter 472, Florida Statutes

CPH, LLC
500 W FULTON ST
SANFORD, FL 32771-1220

[Signature]
WILTON SIMPSON
COMMISSIONER OF AGRICULTURE

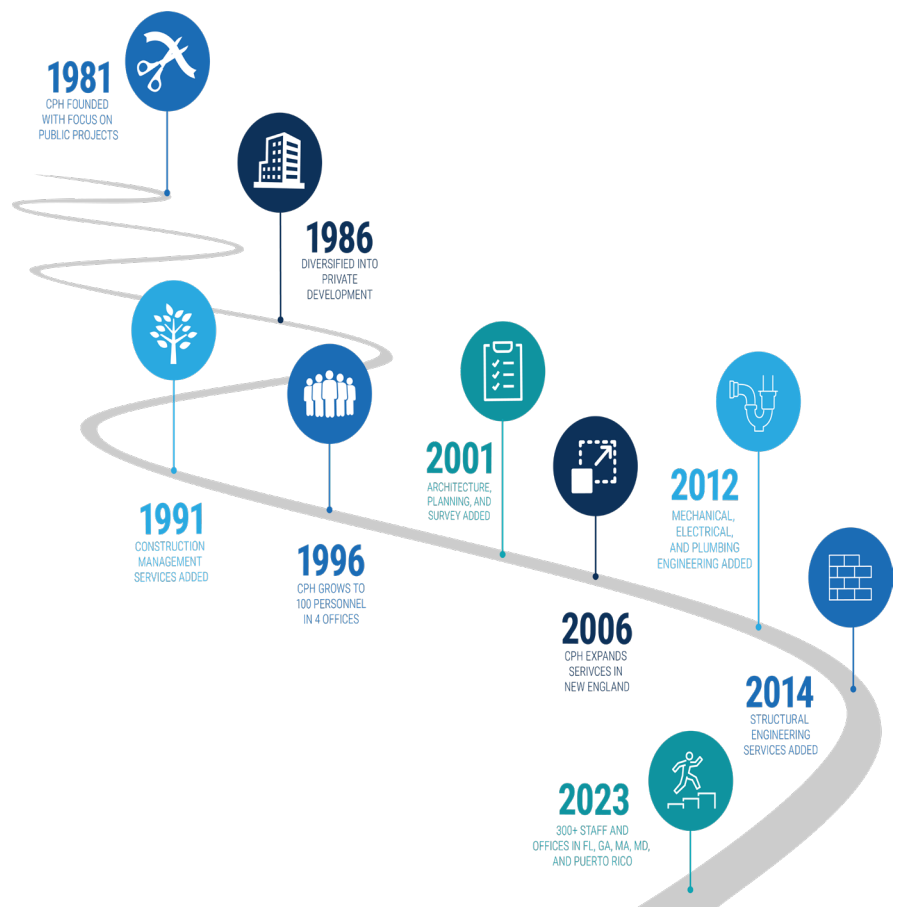
This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.



CPH is a leading national architecture and engineering firm that works with our clients to Build Stronger Communities Together. For over 40 years, our team has been working with public agencies in the development of projects that include civic centers, complete streets, parks and recreation, public works facilities, fire/police stations, municipal office facilities, and utility infrastructure projects. For these projects our team has provided the following types of services from our in-house staff:

- Wastewater Treatment Systems
- Water Treatment Systems
- Reclaimed Water Systems
- Biosolids Management Systems
- Asset Management
- Permitting
- Collection and Transmission Systems
- Stormwater Management Systems
- Architectural Services/Landscape Architecture
- Engineering Services (Civil, Structural, and Utilities)
- Transportation Engineering, including Traffic Planning and Design
- Construction Engineering and Inspection/Construction Management
- Master Planning
- Hydraulics and Hydrology
- Environmental Sciences
- Land Planning/Zoning
- Surveying & Mapping
- Mechanical/Electrical/Plumbing (MEP) Services

In keeping with the company's philosophy to assure responsive and cost effective service, CPH has grown with branch offices housing approximately 305+ employees in Florida, Georgia, Maryland, Massachusetts, and Puerto Rico, with the firm's Headquarters located in Sanford, Florida.



AREAS OF SERVICE



ARCHITECTURE



ENVIRONMENTAL



LAND PLANNING



SURVEY



ENGINEERING



LANDSCAPE
ARCHITECTURE



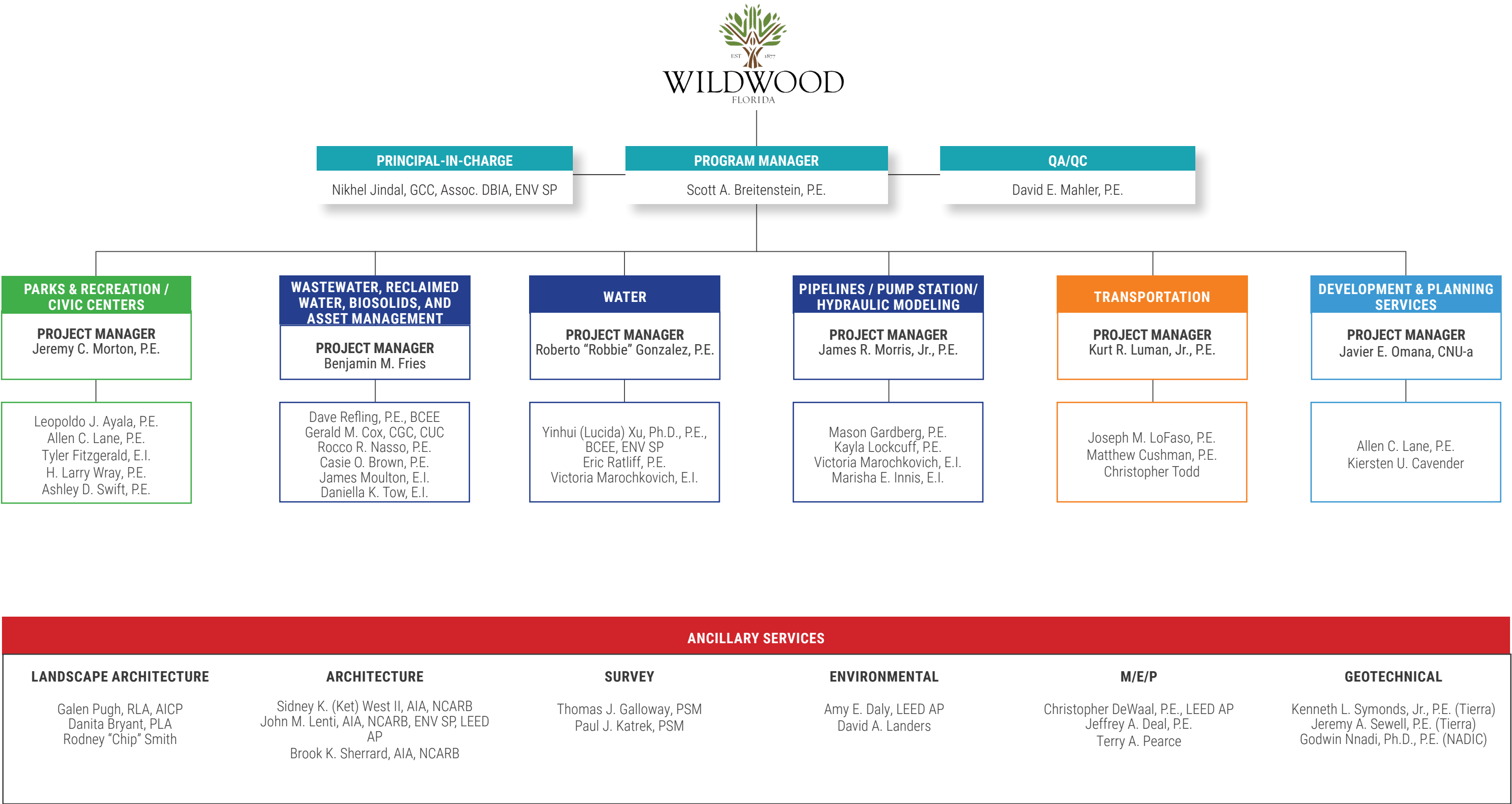
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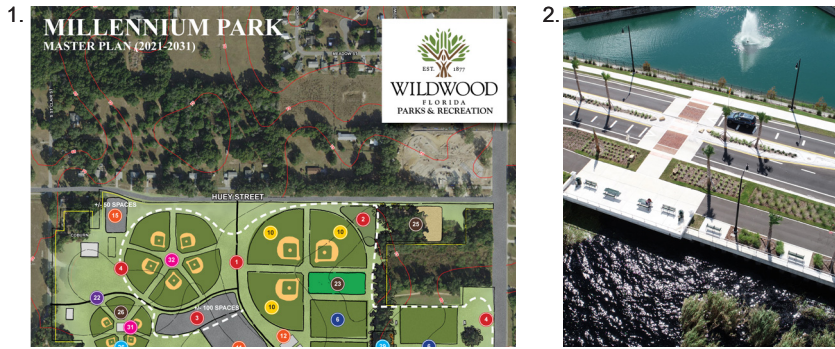
TEAM COMPOSITION AND RESUMES



ORGANIZATIONAL CHART

CPH has assembled a vastly diverse and highly qualified team with experience in all discipline areas requested by the City of Wildwood. Our team is capable of providing services for every project that may emerge under this contract. The CPH Team Organizational Chart (provided below) depicts the overall reporting and communication hierarchy as well as project roles and responsibilities in relation to the City’s scope of services. For Sub-consultant information, please see Tab D.





**NIKHEL JINDAL, GCC, ASSOC. DBIA,
ENV SP**

PRINCIPAL-IN-CHARGE

Years of Experience: 24

Education:

A.S. in Multimedia Design, Valencia Community College
B.A. in Organizational Communications, Rollins College

Licenses & Certifications:

Design-Build Certification - AS-2897
Envision Sustainability Professional - 42882
Government Contractor Certificate - 0047

Key Skills / Qualifications:

- Conceptual Design
- Cost Estimation
- Purchasing
- Public Involvement

Overview: Mr. Jindal serves the firm of CPH as Chief Strategy and Success Officer and assists the team with the development of projects ranging from complete streets to building development projects. He has over 24 years of experience in public and private projects, with project values ranging from \$75,000 to over \$100 million in construction value. Mr. Jindal has been part of the team that has completed projects that include streetscapes, trails/pedestrian improvements, parks, stormwater improvements, pipeline and pump stations, and water/wastewater treatment plant projects. He has assisted the CPH team with project coordination and management, conceptual design, and public outreach and communication. In addition, Mr. Jindal has assisted the team in alternative delivery projects that include Design-Build, Progressive Design-Build and Construction Manager At Risk. Mr. Jindal holds his Associate DBIA certification from the Design-Build Institute of America and is an Envision Sustainability Professional recognized by the Institute for Sustainable Infrastructure.

1. CITY OF WILDWOOD – MILLENNIUM PARK MASTER PLANNING AND PHASES 1 & 2 DEVELOPMENT - Vision and Master Plan Update for 90+ Acre Park to include new amenities and recreational programming as well as optimization for the user experience. 5 and 10 Year Capital Plan Development for Implementation. CPH is working with the City team on theas of the park development. Phases 1 and 2 consist of designing the internal roadway network, parking, trails, softball and soccer fields, covered basketball courts building design (Airtorium), tennis courts, racquetball courts, food truck parking, and utility and drainage improvements.

2. US 17-92 RIVERWALK, PHASE II - III (FDOT LAP) - Phase II - The FDOT LAP project included 1.5 miles of 10-14 foot wide trail, replacement of 5,500 feet of seawall along Lake Monroe, trail head parking, a prefabricated pedestrian bridge over Mill Creek, hardscaping, landscaping, and lighting. Phase III - CPH provided planning, survey, and design services for a new 1.7 mile, 12 ft. wide trail that was part of a multi-phase project funded through a joint partnership with FDOT. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation.

3. WEDGE PRESERVE PARK - Planning, design, permitting and construction administration for the development of a new regional community park. The new park is approximately 36 acres, and is partially funded through a FDEP grant. As part of the planning process, the team evaluated three distinct options to create an environmental park that merged active with passive recreation. Amenities that were considered include sand volleyball, pickleball, "Bank Shot" basketball course, Ninja Warrior course, trails, water features including environmental overlooks and preserves, softball fields, multi-purpose fields, and playgrounds.



SCOTT A. BREITENSTEIN, P.E.
PROGRAM MANAGER

Years of Experience: 31

Education:

B.S. in Environmental Engineering, University of Central Florida

Licenses & Certifications:

Professional Engineer - FL (No. 57402)

Key Skills / Qualifications:

- Water and Wastewater treatment plants
- Water and Wastewater master plans
- Process piping optimization and design
- FDEP water and wastewater facilities permitting
- Process pumping systems
- Collection/Transmission systems
- Lift station design and optimization
- SRF Funding Assistance

Overview: Mr. Breitenstein is a Vice President/ Associate at CPH and serves the firm as Branch Manager in Orlando, and he has over 31 years of experience in Engineering. Mr. Breitenstein's work at CPH includes managing water and wastewater facility infrastructure design and permitting projects, master water/wastewater planning, reclaimed water storage and pumping facilities, water storage and booster stations, CUP permitting, treatment facility retrofits, and WWTF operating permits. Mr. Breitenstein is responsible for directing and managing staff in all aspects of municipal engineering and utility projects and is responsible for directing other engineering disciplines including stormwater, transportation, landscape architecture, architecture, structural, and subconsultants for geotechnical, electrical, instrumentation and control. Additionally, Mr. Breitenstein has developed five-year capital improvement plans, assisted cities in obtaining project funding for tens of millions of dollars, including grants and low interest loans (FDEP SRF) for both water and wastewater projects. He has provided many other miscellaneous services that has helped clients meet their goals to finish projects in a timely and cost-conscious manner.

1. HAINES CITY WATER TREATMENT SYSTEM UPGRADES FOR CONTROL OF DISINFECTION BY-PRODUCTS (DBPS) -

Design and construction management services for treatment system upgrades at WTP No. 1 and WTP No. 2 to control DBPs for compliance with Stage 2 DBP requirements. The system upgrades consisted of the following components: construction 3,600 gpm Ion-Exchange (IEX) Treatment System to remove Total Organic Carbon (TOC); installing mixers in two (2) 500,000 gallon Ground Storage Tanks (GSTs) to reduce on-site water age; refurbishing and replacing chemical feed systems to control chlorine dose rates; and enhancing SCADA Instrumentation & Control improvements to balance distribution system water quality.

2. CITY OF MOUNT DORA – WASTEWATER TREATMENT FACILITY (WWTF) NO. 1 -

The City owns/operates the Mount Dora Wastewater Treatment Facility (WWTF) No. 1, which is classified as a Secondary Treatment plus Filtration Facility (Category I, Class B). The WWTF currently has permitted treatment capacity of 1.5 MGD AADF. The oxidation ditch, secondary clarifiers and filter are showing signs of corrosion and age, and the City also wants to improve the effluent quality to advanced wastewater treatment (AWT). The project includes upgrading the Mount Dora WWTF No.1 to meet AWT effluent criteria through the construction of a 4-Stage Bardenpho (BNR) Treatment Process and increasing permitted capacity to the existing WWTF to 2.0MGD (adding additional capacity by 0.5 MGD-AADF). CPH assisted the City in obtaining \$1.5 million in cost-share grant funding from the Saint John's River Water Management, and we are currently pursuing loan funding from the Florida Department of Environmental Protection for the remaining estimated cost.

3. LAKE ALFRED WWTF UPGRADE AND EXPANSION PROJECT

- Design, permitting and construction administration for the upgrade and expansion of the City of Lake Alfred Wastewater Treatment Facility (WWTF). The project replaced the existing trickling filter facility with a new modified activated sludge WWTF and increase treatment capacity and included adding new pretreatment headworks with integrated mechanical screen and grit removal system. Design included modified activated WWTF that included anoxic zones, aeration basins, and clarifiers, and new microscreen filtration (two units) that replaced the existing sand filters. CPH assisted the City with fully funding the project with a SRF Loan.



DAVID E. MAHLER, P.E.
QA/QC

Years of Experience: 33

Education:

B.S. in Environmental Engineering, University of Central Florida

Licenses & Certifications:

Professional Engineer - FL (No. 50041)

Key Skills / Qualifications:

- Large Diameter Pressurized Pipeline Design in Urbanized Areas
- Utility System Relocations, including several projects due to FDOT roadway widening
- Water Supply, Treatment, Pumping, Storage and Distribution
- Wastewater Collection, Treatment and Pumping
- Reclaimed Water Storage, Pumping and Distribution
- Utility Systems Hydraulic Modeling

Overview: Mr. Mahler serves CPH as Chief Operations Officer. He is a Principal for municipal and private clients. Mr. Mahler has been involved with numerous utility system installation, rehabilitation, and relocation projects for both municipal and private clients. He has also been involved with the evaluation of utility systems from small service lines to major collection and transmission systems. In addition, he specializes in relocation of existing utilities associated with roadway projects. He has also been involved with land development and roadway design and permitting for private clients.

1. FLAGLER BEACH WWTF EXPANSION AND BIOLOGICAL NUTRIENT REMOVAL PROJECT (BNR)

- Design, permitting and grant writing assistance for the BNR expansion of the existing Flagler Beach WWTF and increasing capacity to 1.5 MGD AADF. The improvements consist of the following: (1) master lift station; (2) flow metering; (3) preliminary treatment (screening and grit removal); (4) anaerobic/anoxic flow equalization basin; (5) three - 0.5 MGD, 4-stage BNR treatment trains; (6) effluent distribution box; (7) two secondary clarifiers; (8) tertiary filtration system; (9) multi-compartment chlorine contact chamber; (10) dechlorination facilities; (11) sludge digestion system improvements; (12) sludge dewatering system (screw press); and electrical, controls, instrumentation, and SCADA system improvements. Additional professional engineering services provided by CPH, Inc. included the following: (a) wetlands evaluation; (b) Capital Finance Plan for securing an FDEP SRF loan for the project; (c) conceptual layout of future reclaimed water infrastructure at the Flagler Beach WWTF; (d) grant-writing for securing an \$850,000 grant for the dewatering screw press system; (e) 3D topographic surveying of the WWTF; (f) chloride study to evaluate potential I/I issues in the wastewater collection system; (g) hydraulic modeling of the wastewater collection/transmission system evaluation and rehabilitation guidance.

2. ORLANDO CONSERV II WRF MASTER PLAN AND DESIGN

- CPH will evaluate AWT alternatives for the CONSERV II WRF to enable it to achieve AWT nutrient limits at the future flow capacity of 25 MGD, as well as at an intermediate flow capacity of 21 MGD. The evaluation will determine the capability of existing structures as well as infrastructure that will need to be modified, replaced or newly installed to meet the future flow capacities and treatment levels.

3. CITY OF LARGO – ADVANCED WASTEWATER TREATMENT FACILITY (AWWTF) BIOLOGICAL TREATMENT IMPROVEMENTS DESIGN-BUILD PROJECT

- CPH and Kiewit Infrastructure South were awarded the design/build contract for BNR and facility improvements at the City of Largo's 18 MGD WRF (\$53 million). The main design objective was to reduce the nutrient concentrations in the facility's discharge to Feather Sound (Tampa Bay Nitrogen Management Consortium). Improvements at the facility included the following: Primary clarification system rehab and reconfiguration; conversion of three 6.0 MGD treatment trains to BNR; new secondary clarification splitting system; rehabilitation of six secondary clarifiers; new filter feed pump station; rehab and reconfiguration of the deep-bed denite filters; CCC modifications; effluent pump station improvements; electrical, Instrumentation and Control System Improvements; and new facility buildings.

1.



2.



3.



BENJAMIN M. FRIES

PROJECT MANAGER - WASTEWATER, RECLAIMED WATER, BIOSOLIDS AND ASSET MANAGEMENT

Years of Experience: 37

Education:

M.S. in Environmental Engineering, University of Central Florida

B.S. in Environmental Engineering, University of Central Florida

Licenses & Certifications:

Adjunct Professor, University of Central Florida (1986-present), Civil, Environmental, & Const. Engineering

Certified FE/PE Review Instructor

Key Skills / Qualifications:

- WWTP and WRF Treatment Systems – Evaluation, Design and Economics
- Biological Nutrient Removal (BNR) Facility Evaluation and Design
- Advanced Wastewater Treatment (AWT) Facility Evaluation and Design
- Tertiary Treatment System Design
- Class "A" & "B" Biosolids Treatment System Evaluation and Design
- Biosolids Drying System Evaluation and Design
- Facility Optimization and Modeling
- Water Reclamation/Reuse Systems
- Wastewater Collection and Transmission Systems
- Vacuum Sewer Systems

Overview: Mr. Fries serves CPH as a Vice-President/ Associate and Senior Project Manager. He has extensive experience in the planning, design, permitting, construction and management of water, wastewater, water reclamation, biosolids management, wastewater collection/transmission and reclaimed water distribution systems. Ben has special expertise in the design of water reclamation processes, Biological Nutrient Removal (BNR) and innovative/alternative treatment systems, facility optimization, master planning, permitting, O&M and eO&M manuals and construction administration. He has worked on over 125 wastewater treatment facility projects for municipal and private clients and the Department of Defense (DOD).

1. WILDWOOD WRF BNR IMPROVEMENTS AND EXPANSION -

CPH generated a detailed Conceptual Design Report (CDR) for the improvements required to maintain the existing WRF and develop a plan for the future wastewater and reclaimed water demand in the service area. Due to the knowledge base of the CPH Team, the CDR was completed in an expeditious manner, due to the accelerated growth occurring within the City and local area. The CPH Team evaluated forty-two (42) potential nutrient removal technologies with respect to reducing the nutrient (TN and TP) in the reclaimed water. The CDR identified the recommended long-term nutrient removal system improvements required, short-term/interim improvements to the existing treatment facility, and a conceptual layout of the proposed improvements for a new 6.0 MGD WRF. The CDR was approved by City Staff and the City Commission.

2. SOUTHWEST REGIONAL WASTEWATER RECLAMATION FACILITY NUTRIENT REDUCTION AND EXPANSION PROJECT

- Professional engineering services for the planning, design, permitting and construction engineering, inspection, and management (CEIM) for the BNR Improvements and Facility Expansion of the SW Regional WRF and expansion to 2.7 MGD AADF (3 treatment trains, primary, secondary and tertiary improvements, aeration systems, electrical/controls/instrumentation, etc.)

3. CITY OF SANFORD'S WATER TREATMENT PLANT NO. 2 - DISINFECTION BY-PRODUCT REDUCTION IMPROVEMENTS

- Design of improvements to the City of Sanford's Water Treatment Plant No. 2. The improvements were part of an overall project being funded through FDEP # DW590120, to comply with the stage 2 of the Disinfection By-Products Rule. Water Plant No. 2 is rated for 4.6 MGD ADF and furnishes conventional aeration and disinfection treatment prior to distribution to Sanford's water customers. The improvements were designed to remove the organics from the raw water, which were identified as precursors of disinfection by-products (TTHM's).

1.



2.



3.



DAVE REFLING, P.E., BCEE
**WASTEWATER, RECLAIMED WATER,
 BIOSOLIDS AND ASSET MANAGEMENT**

Years of Experience: 47

Education:

M.S. in Environmental Engineering, Johns Hopkins University
 B.S. in Physics, University of Wisconsin

Licenses & Certifications:

Professional Engineer - FL (No. 31107)

Key Skills / Qualifications:

- WWTP and Advanced/Tertiary Treatment
- Water Reclamation/Reuse
- Integrated Water Resource Management
- Water/Wastewater/Reuse Master Planning
- Biosolids Stabilization/Residuals Management

Overview: Mr. Refling serves CPH as a Project Manager/Project Designer. His qualifications include extensive experience in the planning, design, and management of water, wastewater, and water reclamation/reuse systems. Mr. Refling's broad knowledge covers water and wastewater treatment, distribution, and collection systems, effluent reuse and disposal, biosolids management, facility master planning, and water quality. He has special expertise in water reclamation process design, including advanced treatment, biological nutrient removal (BNR) and membrane bioreactor (MBR) systems. He has co-authored more than 25 articles on innovative treatment systems involving BNR, MBR, and water reclamation/reuse.

1. SANFORD NORTH WRF – BIOLOGICAL NUTRIENT REMOVAL PROJECT (BNR)

- Process analysis, modeling and design to evaluate all available nutrient removal technologies to meet the low TN (< 3 mg/L) and TP (< 0.6 mg/L) concentrations mandated by the State of Florida and EPA. Based on a preliminary screening process (first-level), criteria weighting (pair-wise) analysis and a final screening process (second-level), the Integrated Fixed-Film Activated Sludge (IFAS) Process, a highly energy-efficient and automated nutrient removal technology was selected as the "preferred" alternative. The Sanford North WRF IFAS BNR improvements consisted of the following infrastructure: (1) Integrated Fixed-Film Activated Sludge (IFAS) Process BNR Treatment System (4 treatment trains) consisting of primary anoxic basins (2-stage), aerobic basins, deoxygenation basins, secondary anoxic basins, reaeration basins, internal mixed liquor recycle pumping systems, wastewater step-feed process and associated equipment; (2) Turbo blowers (4 units), piping and medium bubble diffusion systems; (3) Submersible mixing systems; (4) Grit removal system modifications; (5) RAS/WAS pumping system improvements; (6) Chemical and supplemental carbon storage/handling facilities; (7) Blower Facility, Electrical Building No. 1 and BNR Chemical Feed Facility Buildings; (8) Master Lift Station improvements; (9) Aerobic digestion system improvements; and (10) Electrical, controls and instrumentation and SCADA system improvements.

2. WILDWOOD WRF BNR IMPROVEMENTS AND EXPANSION -

CPH generated a detailed Conceptual Design Report (CDR) for the improvements required to maintain the existing WRF and develop a plan for the future wastewater and reclaimed water demand in the service area. Due to the knowledge base of the CPH Team, the CDR was completed in an expeditious manner, due to the accelerated growth occurring within the City and local area. The CPH Team evaluated forty-two (42) potential nutrient removal technologies with respect to reducing the nutrient (TN and TP) in the reclaimed water. The CDR identified the recommended long-term nutrient removal system improvements required, short-term/interim improvements to the existing treatment facility, and a conceptual layout of the proposed improvements for a new 6.0 MGD WRF. The CDR was approved by City Staff and the City Commission.

3. PALM COAST WWTP NO. 2 – MBR BNR PROJECT - Planning, design, permitting and construction engineering, inspection, and management (CEIM) of a new 2.0 MGD MBR/BNR treatment facility, expandable to 6.0 MGD. The new BNR facility utilizes the MBR process in conjunction with anaerobic, pre-anoxic, nitrification and post-anoxic biological processes to achieve AWT standards. The MBR process requires a much smaller footprint than that of a conventional 5-stage BNR process; a single MBR process tank replaces the re-aeration, secondary clarifier, and tertiary filtration processes.



GERALD M. COX, CGC, CUC
**WASTEWATER, RECLAIMED WATER,
 BIOSOLIDS AND ASSET MANAGEMENT**

Years of Experience: 46

Education:

B.S. in Building Construction, University of Florida

Licenses & Certifications:

Certified General Contractor - FL (No. 010771)

Certified Utility Contractor - FL (No. 051667)

Key Skills / Qualifications:

- Licensed General and Underground Utility Contractor
- Expert in conveyance systems and treatment plants
- Extensive scheduling and cost estimation expertise
- Expertise in: Commercial, Industrial, Infrastructure, Construction Management, Utility Systems, and Value Engineering

Overview: Jerry serves CPH as a lead in construction inspection/observation services and quality control. He is a licensed utility and general contractor with more than 46 years of experience in the design and construction of industrial, commercial and utility projects. With his extensive construction experience, Jerry assists CPH in development of design strategies and value engineering. He also serves as a quality control manager to ensure proposed designs are correct and constructable. Jerry is proficient at estimating, scheduling, construction means & methods and construction management.

1. SANFORD CLASS "A" BIOSOLIDS MANAGEMENT SYSTEM

(SOLAR DRYER) - The project includes a new biosolids solar drying system (greenhouse, biosolids turning device, control system, etc.), a new biosolids dewatering system building, screw press dewatering system and associated equipment, an automated biosolids feed system (screw presses to solar dryer) and associated equipment, a new Class "A" dried biosolids building, an automated dried biosolids discharge system including recessed, inclined and horizontal screw conveyor systems (solar dryer to dried biosolids building), electrical, controls, instrumentation and SCADA improvements, stormwater management system improvements, miscellaneous appurtenances and ancillaries, site work, yard piping and plant internal roadway improvements, signing, sodding, etc.

2. WILDWOOD WRF BNR IMPROVEMENTS AND EXPANSION -

CPH generated a detailed Conceptual Design Report (CDR) for the improvements required to maintain the existing WRF and develop a plan for the future wastewater and reclaimed water demand in the service area. Due to the knowledge base of the CPH Team, the CDR was completed in an expeditious manner, due to the accelerated growth occurring within the City and local area. The CPH Team evaluated forty-two (42) potential nutrient removal technologies with respect to reducing the nutrient (TN and TP) in the reclaimed water. The CDR identified the recommended long-term nutrient removal system improvements required, short-term/interim improvements to the existing treatment facility, and a conceptual layout of the proposed improvements for a new 6.0 MGD WRF. The CDR was approved by City Staff and the City Commission.

3. CITY OF LARGO – ADVANCED WASTEWATER TREATMENT FACILITY (AWWTF) BIOLOGICAL TREATMENT IMPROVEMENTS DESIGN-BUILD PROJECT

- CPH and Kiewit Infrastructure South were awarded the design/build contract for BNR and facility improvements at the City of Largo's 18 MGD WRF (\$53 million). The main design objective was to reduce the nutrient concentrations in the facility's discharge to Feather Sound (Tampa Bay Nitrogen Management Consortium). Improvements at the facility included the following: Primary clarification system rehab and reconfiguration; conversion of three 6.0 MGD treatment trains to BNR; new secondary clarification splitting system; rehabilitation of six secondary clarifiers; new filter feed pump station; rehab and reconfiguration of the deep-bed denite filters; CCC modifications; effluent pump station improvements; electrical, Instrumentation and Control System Improvements; and new facility buildings.



ROCCO R. NASSO, P.E.

**WASTEWATER, RECLAIMED WATER,
BIOSOLIDS AND ASSET MANAGEMENT**

Years of Experience: 22

Education:

B.S. in Civil Engineering, University of Central Florida

Licenses & Certifications:

Professional Engineer - FL (No. 64727)
Qualified Stormwater Management Inspector
Advanced Maintenance of Traffic Certification
OSHA Construction Safety and Health Certification
CTQP Asphalt Paving Technician Level I & II

Key Skills / Qualifications:

- Extensive Utility Design and Permitting Experience
- Extensive Construction Engineering and Inspection Experience
- Wastewater Collection/Transmission Systems
- Utility Distribution Systems
- Stormwater calculations and modeling of large drainage basins
- Expert in Conveyance systems
- Stormwater Management Systems
- Roadway Design
- Construction Documents and Administration

Overview: Mr. Nasso serves CPH as a Project Manager and Engineer. His design experience includes extensive utility design and permitting, wastewater collection/transmission systems, stormwater calculations and modeling (ICPR and Hydraflow), water transmission main design and modeling (WaterCAD), pump sizing, and lift station design. His other duties include the Construction Engineering and Inspection (CEI) over numerous utility projects, water and wastewater treatment facilities and roadway projects.

1. SANFORD NORTH WRF – BIOLOGICAL NUTRIENT REMOVAL PROJECT (BNR)

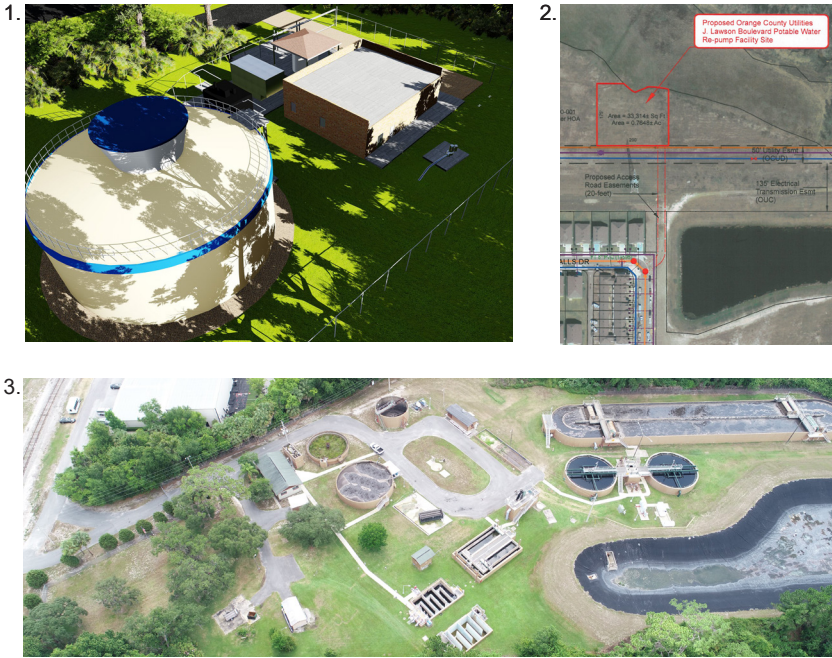
- Process analysis, modeling and design to evaluate all available nutrient removal technologies to meet the low TN (< 3 mg/L) and TP (< 0.6 mg/L) concentrations mandated by the State of Florida and EPA. Based on a preliminary screening process (first-level), criteria weighting (pair-wise) analysis and a final screening process (second-level), the Integrated Fixed-Film Activated Sludge (IFAS) Process, a highly energy-efficient and automated nutrient removal technology was selected as the “preferred” alternative. The Sanford North WRF IFAS BNR improvements consisted of the following infrastructure: (1) Integrated Fixed-Film Activated Sludge (IFAS) Process BNR Treatment System (4 treatment trains) consisting of primary anoxic basins (2-stage), aerobic basins, deoxygenation basins, secondary anoxic basins, reaeration basins, internal mixed liquor recycle pumping systems, wastewater step-feed process and associated equipment; (2) Turbo blowers (4 units), piping and medium bubble diffusion systems; (3) Submersible mixing systems; (4) Grit removal system modifications; (5) RAS/WAS pumping system improvements; (6) Chemical and supplemental carbon storage/handling facilities; (7) Blower Facility, Electrical Building No. 1 and BNR Chemical Feed Facility Buildings; (8) Master Lift Station improvements; (9) Aerobic digestion system improvements; and (10) Electrical, controls and instrumentation and SCADA system improvements.

2. SOUTHWEST REGIONAL WASTEWATER RECLAMATION FACILITY NUTRIENT REDUCTION AND EXPANSION PROJECT

- Professional engineering services for the planning, design, permitting and construction engineering, inspection, and management (CEIM) for the BNR Improvements and Facility Expansion of the SW Regional WRF and expansion to 2.7 MGD AADF (3 treatment trains, primary, secondary and tertiary improvements, aeration systems, electrical/controls/instrumentation, etc.)

3. VOLUSIA SOUTHEAST REGIONAL WATER RECLAMATION FACILITY IMPROVEMENTS

- New Biological Nutrient Removal System as well as expansion from 0.60 Average Annual Daily Flow (AADF) to 1.20 MGD AADF. 5-Stage Biological Nutrient Removal (BNR) process to meet AWT criteria and providing Class I reliability. Future expansion capacity capabilities in the range of 2.5 to 3.0 MGD AADF. New Septage Receiving Station designed to receive an estimated minimum of 60,000 gpd with capabilities of being expanded to receive 120,000 GPD.



CASIE O. BROWN, P.E.

**WASTEWATER, RECLAIMED WATER,
BIOSOLIDS AND ASSET MANAGEMENT**

Years of Experience: 15

Education:

M.B.A. in Business Administration, University of North Florida

B.S. in Civil Engineering, University of Central Florida

Licenses & Certifications:

Professional Engineer - FL (No. 75398)

Key Skills / Qualifications:

- Stormwater Facility Design and Permitting
- Commercial and Residential Site Design
- Construction coordination and inspections
- Permitting
- Erosion and Drainage Repairs
- Master Lift Station and Septic Design
- Transmission/Distribution Line, WTP, WWTF and Lift Station Design

Overview: Ms. Brown serves as Senior Project Engineer in our Orlando office. She has worked in every area of land development at CPH with an emphasis on stormwater, utilities, and general site development. Her design experience includes stormwater calculations and modeling (ICPR and PONDS), pump sizing, and lift station design. Ms. Brown's permitting experience includes permitting through cities and counties throughout north and central Florida, FDEP, FDOT, JEA and SJRWMD, and coordination with other utility companies during design and construction phases.

1. JEA YELLOW BLUFF – MARSHLAND DR TO TISONS BLUFF RD – 16" WATER MAIN

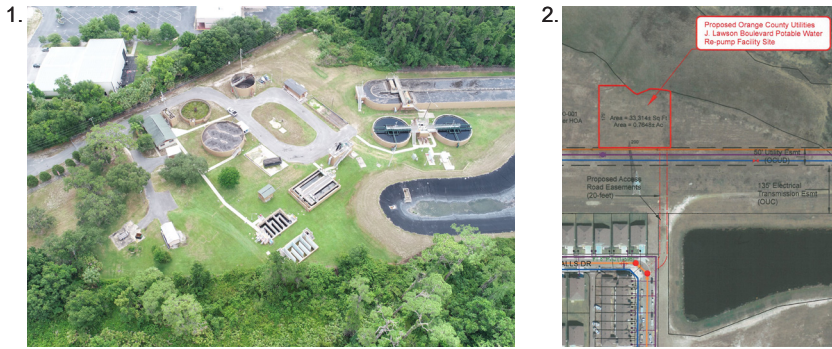
The primary purpose of this project is to increase the water pressure at the Victorian Lakes subdivision. The project included the design of approximately 16,100 LF of new 16-inch ductile iron potable water transmission main. The new 16-inch water main connected to an existing 12-inch WM south of Tisons Bluff Road on the west side of Yellow Bluff Road. The main continues south along the west side of Yellow Bluff approximately 910 LF then crosses Yellow Bluff Road south of Eagle Bend Boulevard. The main then extends south along the east side of Yellow Bluff Road for the remainder of the corridor.

2. JEA – ARLINGTON WATER TREATMENT PLANT HIGH SERVICE PUMP REPLACEMENT

Engineering, design and construction engineering services for the rehabilitation of the Arlington Water Treatment Plant High Service Pump Replacement project. The project included Evaluation of the system for future capacity needs, construction standards, controls, and materials utilized; design for removal/replacement of systems including four (4) 2,083 gpm horizontal centrifugal split case pumps with VFDs, existing piping, electrical room upgrades, and emergency and safety upgrades; preparation of Opinion of Construction Cost at all stages of deliverables; building improvements including HVAC and exhaust fan upgrades; permitting assistance, bid phase and construction services. Due to the critical nature of the water treatment plant, the work had to be sequenced such that a total pumping capacity of 8,500gpm or greater was provided throughout construction.

3. CITY OF MOUNT DORA – WASTEWATER TREATMENT FACILITY (WWTF) NO. 1

The project included planning, process analysis, design, funding assistance, and permitting for the upgrades at the City of Mount Dora's Wastewater Treatment Facility (WWTF) No. 1. The improvements included: conversion of the existing on-site lift station to a master lift station, a new site lift station, new mechanical barscreen and grit removal headworks, new equalization basin, a new four-Stage Bardenpho BNR Treatment (4 treatment trains of 0.50 MGD AADF each), associated Blowers for aeration treatment, conversion of the existing oxidation ditch to a reject holding tank, a new secondary clarifier rated at 2.0 MGD-AADF, and flow splitter box, new Disc Filters to work and control to use existing traveling bridge filters as back-up, Biosolids dewatering system screw press, New electrical and SCADA, and new associated yard piping, valves, conduits, and associated items.



JAMES MOULTON, E.I.

**WASTEWATER, RECLAIMED WATER,
BIOSOLIDS AND ASSET MANAGEMENT**

Years of Experience: 3

Education:

B.S. in Environmental Engineering,
University of Central Florida
M.S. in Environmental Engineering
University of Central Florida

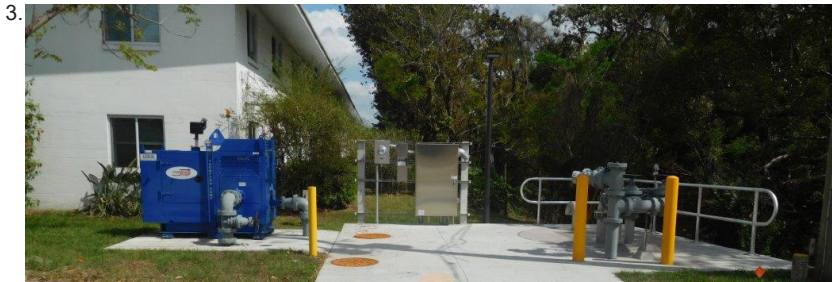
Licenses & Certifications:

Engineer Intern – No. 1100024892

Key Skills / Qualifications:

- Lift station design and rehabilitation
- Water treatment facilities
- Wastewater treatment facilities
- Aquatic chemistry
- Pressurized and gravity pipe designs
- Permitting
- Cost estimating
- Construction administration

Overview: Mr. Moulton serves the firm of CPH as Project Engineer. He has 3 years of engineering experience in which he has worked on a multitude of utility projects. These projects involve the design, permitting, and construction administration services for water, wastewater, and reclaimed water infrastructure. Mr. Moulton has gained a comprehensive understanding of the engineering field during his time with CPH and is eager to assist clients through innovative designs.



1. CITY OF MOUNT DORA – WASTEWATER TREATMENT FACILITY (WWTF) NO. 1

NO. 1 - The project included planning, process analysis, design, funding assistance, and permitting for the upgrades at the City of Mount Dora's Wastewater Treatment Facility (WWTF) No. 1. The improvements included: conversion of the existing on-site lift station to a master lift station, a new site lift station, new mechanical barscreen and grit removal headworks, new equalization basin, a new four-Stage Bardenpho BNR Treatment (4 treatment trains of 0.50 MGD AADF each), associated Blowers for aeration treatment, conversion of the existing oxidation ditch to a reject holding tank, a new secondary clarifier rated at 2.0 MGD-AADF, and flow splitter box, new Disc Filters to work and control to use existing traveling bridge filters as back-up, Biosolids dewatering system screw press, New electrical and SCADA, and new associated yard piping, valves, conduits, and associated items.

2. SSA-ESA 36" WATER MAIN AND 24" RECLAIMED WATER MAIN & J. LAWSON REPUMP STATION PROJECT

- Preliminary design report, final design, MOT design, survey, environmental assessment, geotechnical investigation, bidding, and construction administration for the connection of the Southern Service Area to the Eastern Service Area with the potable water and reclaimed water system and repump station. The project includes the installation of approximately 7 miles of parallel 36-inch potable water main and 24-inch reclaimed water main from J. Lawson Blvd. to Moss Park Rd. via a combination of directional drill, jack and bore, and open-cut installation.

3. LIFT STATION NO. 6 REHABILITATION AND RECONFIGURATION

- Design, permitting, bidding services, and construction administration for the rehabilitation and reconfiguration at TWA's master lift station. Lift Station No. 6 was a quadplex pump station with three (3) pumps installed. The TWA needed to rehabilitate manholes and piping within Lift Station No. 6. Design included approximately 970 LF of force main and gravity main from 6-inch to 30-inch. All associated manholes were replaced and reconfigured. The yard piping was reconfigured to enter a new 8' x 10' collection structure prior to entering the existing wet well.

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DANIELLA K. TOW, E.I.

**WASTEWATER, RECLAIMED WATER,
BIOSOLIDS AND ASSET MANAGEMENT**

Years of Experience: 5

Education:

B.S. in Environmental Engineering, University of Central Florida
(Minor in Environmental Studies)

Licenses & Certifications:

Engineer Intern - FL (1100021828)

Key Skills / Qualifications:

- Wastewater treatment plants
- Water Treatment Plants
- Process piping optimization and design

Overview: Ms. Tow serves the firm of CPH as a Senior Project Engineer and has extensive experience working on water and wastewater treatment plants. Her specialized experience relates to modifications to existing treatment plants, construction phasing, and maintenance of operations. Ms. Tow's expertise includes plant hydraulic evaluations, process improvements utilizing existing tankage, and nutrient removal evaluation.

**1. CITY OF SANFORD'S WATER TREATMENT PLANT NO. 2 –
DISINFECTION BY-PRODUCT REDUCTION IMPROVEMENTS**

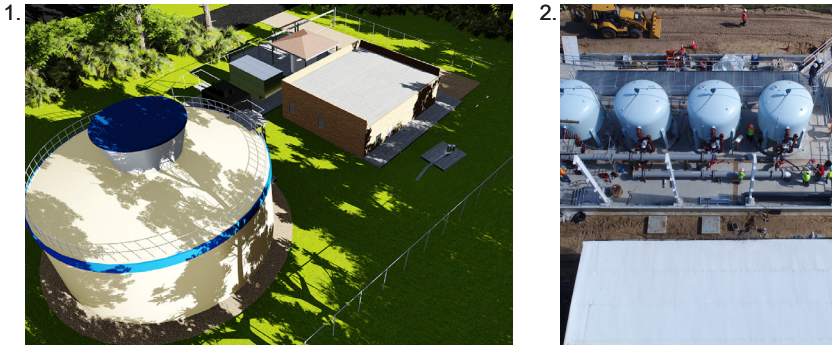
- Design of improvements to the City of Sanford's Water Treatment Plant No. 2. The improvements were part of an overall project being funded through FDEP # DW590120, to comply with the stage 2 of the Disinfection By-Products Rule. Water Plant No. 2 is rated for 4.6 MGD ADF and furnishes conventional aeration and disinfection treatment prior to distribution to Sanford's water customers. The improvements were designed to remove the organics from the raw water, which were identified as precursors of disinfection by-products (TTHM's).

**2. FLAGLER BEACH WWTF EXPANSION AND BIOLOGICAL
NUTRIENT REMOVAL PROJECT (BNR) -**

Design, permitting and grant writing assistance for the BNR expansion of the existing Flagler Beach WWTF and increasing capacity to 1.5 MGD AADF. The improvements consist of the following: (1) master lift station; (2) flow metering; (3) preliminary treatment (screening and grit removal); (4) anaerobic/anoxic flow equalization basin; (5) three - 0.5 MGD, 4-stage BNR treatment trains; (6) effluent distribution box; (7) two secondary clarifiers; (8) tertiary filtration system; (9) multi-compartment chlorine contact chamber; (10) dechlorination facilities; (11) sludge digestion system improvements; (12) sludge dewatering system (screw press); and electrical, controls, instrumentation, and SCADA system improvements. Additional professional engineering services provided by CPH, Inc. included the following: (a) wetlands evaluation; (b) Capital Finance Plan for securing an FDEP SRF loan for the project; (c) conceptual layout of future reclaimed water infrastructure at the Flagler Beach WWTF; (d) grant-writing for securing an \$850,000 grant for the dewatering screw press system; (e) 3D topographic surveying of the WWTF; (f) chloride study to evaluate potential I/I issues in the wastewater collection system; (g) hydraulic modeling of the wastewater collection/transmission system evaluation and rehabilitation guidance.

3. BUNNELL WWTF REHABILITATION & EXPANSION PROJECT -

Design, permitting and grant writing assistance for the BNR expansion of the existing Bunnell WWTF and increasing capacity to 1.2 MGD AADF. The improvements consist of the following: (1) master lift station improvements; (2) flow metering; (3) preliminary treatment (screening and grit removal); (4) anaerobic/anoxic flow equalization basin; (5) two - 0.6 MGD, 4-stage BNR treatment trains; (6) effluent distribution box; (7) two secondary clarifiers; (8) tertiary filtration system; (9) multi-compartment chlorine contact/dechlorination chamber; (10) sludge digestion system improvements; (11) sludge dewatering system (screw press); (12) RAS/WAS pumping station improvements; (13) electrical building; (14) conversion of the existing oxidation ditch into a sludge digestion system; and (15) electrical, controls, instrumentation, and SCADA system improvements. Additional services included the following: (a) Assistance with obtaining project financing from various State and Federal Sources; (b) Capital Finance Plan and 201 Facilities Plan for securing an FDEP SRF loan for the project; (c) 3D topographic surveying of the WWTF; and (d) hydraulic and BNR modeling systems.



ROBERTO "ROBBIE" GONZALEZ, P.E.
PROJECT MANAGER - WATER

Years of Experience: 28

Education:

M.S. in Environmental Sciences, University of Central Florida

B.S. in Mechanical Engineering, University of Central Florida

B.S. in Environmental Engineering, University of Central Florida

Licenses & Certifications:

Professional Engineer - FL (No. 56875)

Key Skills / Qualifications:

- Desktop, Pile Scale & Full Scale Treatment Evaluations
- Disinfection Effectiveness
- DBP Control Strategies
- Source Water Feasibility and Optimization
- Facility Characterization
- Hydraulic & Water Quality Distribution System Modeling
- Capital Improvement Program (CIP) Prioritization

Overview: Mr. Gonzalez serves the firm of CPH as a Senior Project Manager/Process Engineer and has extensive water supply and water design experience. He is recognized as a water quality expert and has developed source water feasibility evaluations to assess water resources and impacts related to ground water, surface water, and reclaimed water supplies. He has worked with many treatment processes including: Aeration and Odor Control, Ozone, Granular Activated Carbon, Ion-Exchange, Lime-Softening, Coagulation, Filtration, Reverse Osmosis, Disinfection, and Stabilization/Corrosion Control.

1. JEA – OTTER RUN WATER TREATMENT PLANT RENEWAL & REPLACEMENT - Included the planning, evaluation, design, permitting and construction administration to upgrade the existing plant. Improvements included modifications to the piping and valving of the two existing 750gpm wells, a new 100,000gal ground storage tank with aerator, three high services pumps (1-300gpm and 2-750gpm) a new hsp/electrical building with chemical room and restroom and associated electrical and instrumentation upgrades.

2. HAINES CITY WATER TREATMENT SYSTEM UPGRADES FOR CONTROL OF DISINFECTION BY-PRODUCTS (DBPS) - Design and construction management services for treatment system upgrades at WTP No. 1 and WTP No. 2 to control DBPs for compliance with Stage 2 DBP requirements. The system upgrades consisted of the following components: construction 3,600 gpm Ion-Exchange (IEX) Treatment System to remove Total Organic Carbon (TOC); installing mixers in two (2) 500,000 gallon Ground Storage Tanks (GSTs) to reduce on-site water age; refurbishing and replacing chemical feed systems to control chlorine dose rates; and enhancing SCADA Instrumentation & Control improvements to balance distribution system water quality.

3. JEA – PONCE DE LEON WTP PUMP BUILDING & RESERVOIR REPLACEMENT - CPH provided engineering services to JEA for the Ponce de Leon Water Treatment Plant Pump Building and Reservoir Replacement. CPH provided the preliminary and final design services as well as the permitting services. We also provided limited construction administrative services. The goal of the project was to replace the corroded items with materials suitable for the marine environment as the site is located across the street from the Atlantic Ocean. Improvements included new high service pumps (2-660gpm and 1-350gpm) and electrical/instrumentation upgrades. A new high service pump room building with electrical and chemical room. A new 0.5 MGD ground storage tank with cascade aerator and associated yard piping. New generator, fuel tank and chemical storage structure.



YINHUI (LUCIDA) XU, PH.D., P.E.,
BCEE, ENV SP
WATER

Years of Experience: 16

Education:

Ph.D. in Civil Engineering, Environmental and Water Resources Program, Auburn University
 M.S. and B.S. in Environmental Engineering, Donghua University, China

Licenses & Certifications:

Professional Engineer - FL (No. 72186)
 Board Certified Environmental Engineer with Specialty in Water Supply & Wastewater
 Honor Society of Phi Kappa Phi

Key Skills / Qualifications:

- Water, Reclaimed Water, and Wastewater Treatment Systems Design
- Water Supply Facilities Work Plan
- Water Chemistry
- Ozone, granulated activated carbon, and reverse osmosis projects
- Water and Wastewater Capacity Analysis
- Process Design

Overview: Mrs. Xu serves CPH as Vice President/ Associate and Process Engineer. She has been with CPH since 2006. Her areas of expertise includes water chemistry, water and wastewater treatment plant design, water and wastewater permit applications, Water Supply Facilities Work Plan, water and Wastewater Capacity Analysis, and Consumptive Usage Permit application. Mrs. Xu has recently served as Process Engineer and Project Manager for a number of ozone, granulated activated carbon, and reverse osmosis projects

1. CITY OF SANFORD'S WATER TREATMENT PLANT NO. 2 – DISINFECTION BY-PRODUCT REDUCTION IMPROVEMENTS

- Design of improvements to the City of Sanford's Water Treatment Plant No. 2. The improvements were part of an overall project being funded through FDEP # DW590120, to comply with the stage 2 of the Disinfection By-Products Rule. Water Plant No. 2 is rated for 4.6 MGD ADF and furnishes conventional aeration and disinfection treatment prior to distribution to Sanford's water customers. The improvements were designed to remove the organics from the raw water, which were identified as precursors of disinfection by-products (TTHM's).

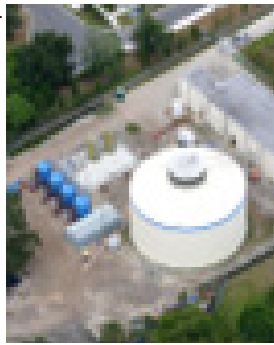
2. PALM COAST WATER TREATMENT PLANT NO. 3 - Design, permitting, SRF Loan assistance and construction engineering and inspection (CEI) services for the new Palm Coast WTP No. 3 (advanced water treatment system). The improvements were design to construct an initial 3.0 MGD AADF facility that was to be easily expanded to 9.0 MGD AADF and consisted of the following infrastructure: (1) membrane treatment system (LPRO) to treat the confined surficial aquifer water; (2) membrane treatment facility building; (3) preliminary treatment infrastructure; (4) raw and treated water pumping systems; (5) chemical storage and feed systems; (6) disinfection system; (7) post membrane treatment systems (degasification, pH adjustment, etc.); (8) ground storage tanks; (9) chemical storage building; (10) Operations building (administrative offices, locker rooms, laboratory, operations room, training rooms, etc.); and (11) electrical, controls, instrumentation, and SCADA system improvements.

3. MAYFAIR WATER TREATMENT PLANT (NO.1) - Planning, design, permitting, and construction services for the water treatment plant upgrades that also included removal and replacement of the existing operations building with a new operations building complete with new pumps and piping, electric and controls, and a new standby generator. Operations and Pumping Building replacement included a new operations center, high service pumping room, electrical equipment room, chemical storage and pumping room, laboratory, reception area, meeting and break room area, staff offices, supporting restrooms, mechanical rooms, stairwell and storage areas. The pumping room consisted of four (4) high service split case centrifugal pumps rated at 3,000 GPM at 204'. As part of the project a new dedicated MCC/ Electrical Room was constructed to include new parallel MCC's and instrumentation designed to provide a level of redundancy required to meet Class I reliability.

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1. JOHN YOUNG PARKWAY & TAFT VINELAND ROAD AERIAL FORCE MAIN REPLACEMENT – ORANGE COUNTY UTILITIES

- The project involved replacement of a 30-inch and 36-inch aerial crossings of stormwater management canals. The existing crossings were made of ductile iron pipe and have experienced significant corrosion requiring multiple repairs to prevent spills. Orange County Utilities contracted with CPH to provide a fast-tracked design to replace both crossings and an additional 1,600 linear feet 30-inch of ductile iron force main.

2. PARKWAY WATER TREATMENT PLANT HIGH SERVICE PUMP REPLACEMENT – TOHO WATER AUTHORITY

- The improvements included: five new split case high service pumps, replacement of all header piping and valving, all new electrical gear, a new generator, I&C upgrades, and refurbishment of the operations building. The project was delivered through the construction manager at risk method and required constant collaboration between Toho, contractor, and design engineer.

3. SOUTHWEST WATER TREATMENT PLANT RAW WATER LINE REPLACEMENT – TOHO WATER AUTHORITY

- The Southwest WTP's 30-inch raw water line experienced significant corrosion within a chemical injection vault. The primary goal of the project was replacement of the corroded line within the same alignment and to bring the injection point above grade. Construction was completed during a 12-hour shutdown of the facility requiring significant planning and coordination between all parties.



ERIC RATLIFF, P.E.

WATER

Years of Experience: 5

Education:

B.S in Environmental Engineering, University of Central Florida

Licenses & Certifications:

Professional Engineer – FL (No. 94729)

Key Skills / Qualifications:

- Project Management
- Pipeline design and utility relocations
- Water and wastewater pumping facilities
- Master Potable and Reclaimed Water Plans
- Hydraulic Modeling
- Facilities evaluation and planning

Overview: Mr. Ratliff serves has served as a Project Manager at CPH for five months and a Project Manager at Toho Water Authority for more than four years. He has experience in designing pipelines and pump/lift stations, and evaluation of odor control systems. He's managed pipeline projects, treatment system upgrades, master plans, water supply planning teams, and vertical construction projects. Through his time at CPH and Toho he's worked collaboratively with diverse teams of owners, contractors, and design professionals.



VICTORIA MAROCHKOVICH, E.I.
HYDRAULIC MODELING

Years of Experience: 2

Education:

A.A. Valencia College
 B.S. in Environmental Engineering
 University of Central Florida

Licenses & Certifications:

Engineer Intern

Key Skills / Qualifications:

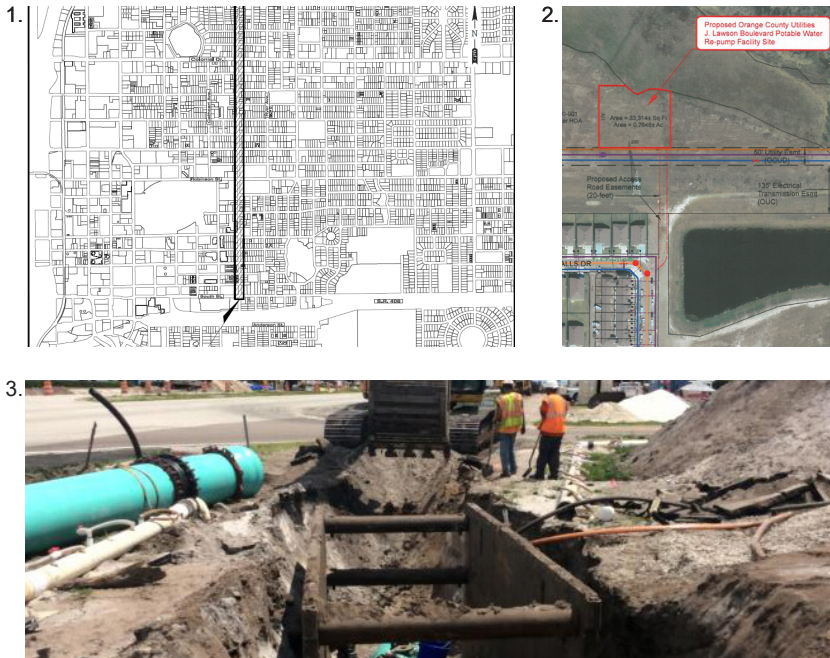
- Permitting
- Funding Research
- Population Projections
- Capacity Analysis Report
- Operation and Maintenance Performance Report
- Pump Station Design
- Construction Cost Estimate
- Fast Track Schedule

Overview: Ms. Marochkovich serves the firm of CPH as Seneior Project Engineer. Her expertise includes design and permitting for public utility projects and requests for funding through State Revolving Fund (SRF) program. Ms. Marochkovich has taken part in the design of ground storage tanks, wells and pipelines, and is currently in the process of designing the sanitary sewer lift station and manholes.

1. LAKE MARY WELL LM-3R EQUIP AND CONNECT - Provided design and permitting for a 2,500 gpm @ 110 TDH vertical turbine well pump with a 75 HP motor operated with a variable frequency drive (VFD). The project also included a Wellhead Discharge Assembly to the well pump which includes an air release valve (ARV), swing check valve (SCV) with limit switch, isolation valve, flow meter, pressure gauge, well level sensor, well column water supply, blow-line and sample tap. As part of the project a new 600 Linear Feet (LF) of 12-inch cement lined ductile iron pipe was installed via open trench techniques and connect to a 24-inch DIP header. The project included the demolition of the forced draft aerator (FDA) process upon acceptance of new advanced oxidation process (AOP) configuration.

2. HAINES CITY WATER TREATMENT SYSTEM UPGRADES FOR CONTROL OF DISINFECTION BY-PRODUCTS (DBPS) - Design and construction management services for treatment system upgrades at WTP No. 1 and WTP No. 2 to control DBPs for compliance with Stage 2 DBP requirements. The system upgrades consisted of the following components: construction 3,600 gpm Ion-Exchange (IEX) Treatment System to remove Total Organic Carbon (TOC); installing mixers in two (2) 500,000 gallon Ground Storage Tanks (GSTs) to reduce on-site water age; refurbishing and replacing chemical feed systems to control chlorine dose rates; and enhancing SCADA Instrumentation & Control improvements to balance distribution system water quality.

3. TOWN OF OAKLAND WATER SYSTEM IMPROVEMENTS PROJECT - Design, permitting, and construction administration for improvements to the Town of Oakland's water system. The improvements included the following: 0.500 million gallon ground storage tank, 3,750 gallon/minute high service pumping (one @ 750 gpm; two @ 1,500 gpm, 1,415 lf of 8-inch replacement raw water main, 217 lf of 12-inch new raw water main, 170 lf of 16-inch potable water main, 350 sf electrical/pump building, extensive landscape architecture to help screen the ground storage tank, conversion of existing passive park to an active park including future splash pad, and SCADA upgrade and improvements.



JAMES R. MORRIS, JR., P.E.

PROJECT MANAGER - PIPELINES/PUMP STATIONS/HYDRAULIC MODELING

Years of Experience: 23

Education:

B.S. in Environmental Engineering, University of Central Florida

Licenses & Certifications:

Professional Engineer - FL (No. 62384)
Commercial Pilot License (No. 266577109)

Key Skills / Qualifications:

- Project Manager and Engineer for Multiple Large Diameter Pressurized Pipelines in Urban Areas
- Utility Relocations
- Water, Reclaimed Water, and Wastewater Transmission Systems Design
- Construction Administration
- Utility Coordination
- Pumping Facilities
- Plan and Specification Preparation
- Design on Aerial Crossings, Jack and Bores, and Directional Drills

Overview: Mr. Morris serves CPH as a Program Manager and Vice President/Associate in our Environmental Engineering Department, and has experience with water and wastewater transmission systems, wastewater collection systems, and pumping systems in both design and construction administration. His areas of expertise also includes preparation of water and wastewater master plans, writing and organizing technical specifications and project manuals, client management, and utility coordination. Mr. Morris has also assisted clients with obtaining loans and grants.

1. SUMMERLIN AVENUE IMPROVEMENT PROJECT – PHASE 1 -

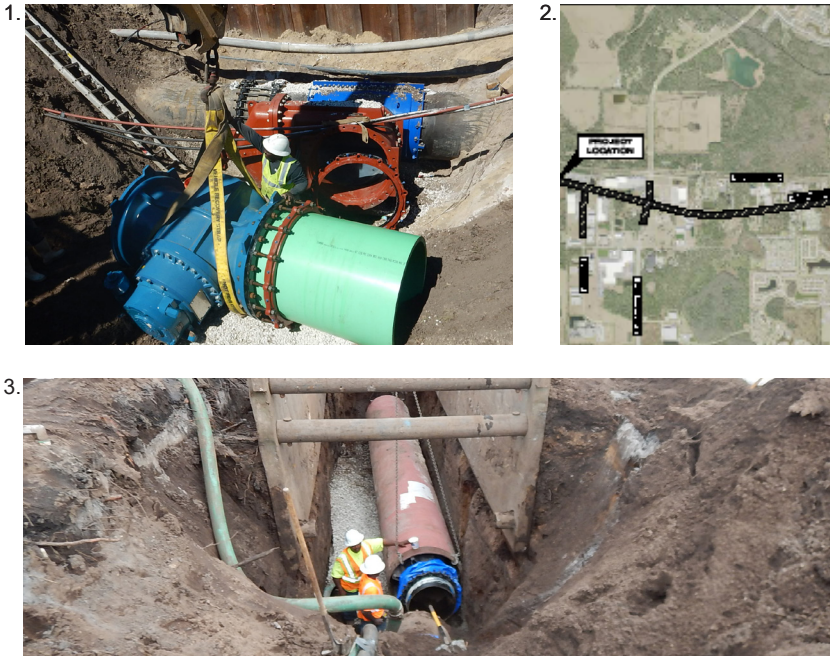
This project is centered around the replacement of the existing OUC sanitary sewer beneath Summerlin Ave. from Marks Street to South Street in the City of Orlando. The City of Orlando has chosen to also install stormwater culverts and structures within the project limits to alleviate existing drainage issues. The entirety of Summerlin Ave. will be reconstructed as part of this project, and the adjoining sidewalks and driveways will be rebuilt as well to bring them up to ADA and City standards. Extensive Temporary Traffic Control Plans are included to minimize the impacts to the multiple affected communities within Orlando, including several schools within the project limits. Permitting for the project is required with St. Johns River Water Management District, the FDEP, and the FDOT due to the project's size and location.

2. SSA-ESA 36" WATER MAIN AND 24" RECLAIMED WATER MAIN & J. LAWSON REPUMP STATION PROJECT -

Preliminary design report, final design, MOT design, survey, environmental assessment, geotechnical investigation, bidding, and construction administration for the connection of the Southern Service Area to the Eastern Service Area with the potable water and reclaimed water system and repump station. The project includes the installation of approximately 7 miles of parallel 36-inch potable water main and 24-inch reclaimed water main from J. Lawson Blvd. to Moss Park Rd. via a combination of directional drill, jack and bore, and open-cut installation.

3. SR-50 UTILITY RELOCATION PROJECT (FDOT JPA) -

Design and permitting of over 13 miles of utility relocations along one of the busiest roads in the State of Florida. The project included the installation of approximately 5.5 miles of 8, 12, 16, 20 and 24-inch diameter water main and 7.7 miles of 4, 8, 12, 16, 20 and 30-inch diameter force main along SR-50 from West SR-436 to Old Cheney Road (the project). The project also included the design of 15,000 LF of gravity collection lines ranging in size from 8-inch to 24-inch in diameter; installation of approximately 83 manholes with depths to 20-ft. deep; installation a triplex pump master pump station; removal of certain sections of force main, connection of other force main systems to the gravity collection system, and a new lateral connection to the gravity sewer service on SR 50.



MASON GARDBERG, P.E.

PIPELINES/PUMP STATIONS

Years of Experience: 10

Education:

B.S. in Environmental Engineering and Civil Engineering (double major), University of Central Florida

Licenses & Certifications:

Professional Engineer - FL (No. 86595)

Key Skills / Qualifications:

- Water main, Reclaim water main, and Force Main Design
- Utility Relocations Within Roadway ROW
- Construction Administration
- Pumping Facilities
- Plan and Specification Preparation
- Hydraulic Modeling
- Permitting
- Site Design

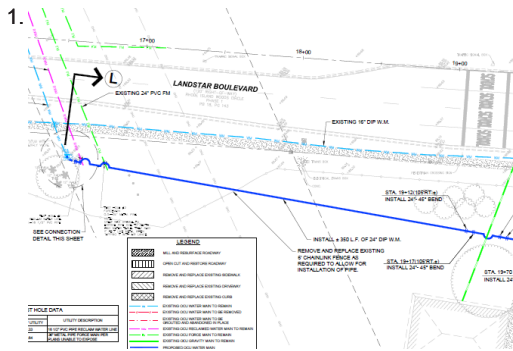
Overview: Ms. Gardberg serves CPH as a Sr. Project Manager and Engineer for both public and private civil projects. She has directly worked on all types of utility engineering projects. These projects have involved water, wastewater, and reclaimed water design, planning, analysis, permitting, inspections and construction engineering/administration services. Her primary role includes developing and preparing engineering plans, reports and studies, engineering inspections, reviews and prepares permits, and conducts engineering research to provide technical assistance to the design team.

1. SR 482 UTILITY RELOCATION - ADJUSTMENT PROJECT (SAND LAKE ROAD FROM INTERNATIONAL DRIVE TO UNIVERSAL BOULEVARD)

The west segment includes the installation of 60 LF of 4-inch force main; 420 LF of 8-inch force main; 1,200 LF of 16-inch force main; 1,350 LF of 24-inch force main; 500 LF of 15" CIPP lining; and a duplex lift station including 18-inch gravity sewer. The east segment includes the installation of 310 LF of 12-inch force main; 6,700 LF of 24-inch force main; 2,650 LF of 36-inch reclaimed water main; 1,400 LF of 36-inch force main via directional drill; and 630 LF of 42-inch force main. Our CPH team provided all preliminary investigations, plan preparation, required FDEP and FDOT permits, and bidding assistance, as well as provided part time construction observation services.

2. SR 600 UTILITY RELOCATIONS - The project included over \$4M in utility relocations of TWA existing utilities to avoid conflicts with the State Road 600 FDOT roadway widening project along in, Osceola County, Florida. The project included approximately 5,300 LF of DIP water main ranging in size from 4" to 24"; approximately 1,050 LF of 30" HDPE directional drill water main; approximately 1,550 LF of PVC force main ranging from 6" to 20"; and includes approximately 380 LF of PVC gravity sewer ranging from 8" to 12"; and includes two new manholes.

3. SR 15 UTILITY RELOCATIONS (FDOT JPA) - The completed utility project involved the relocation of utilities along approximately 3.9 miles of the densely developed roadway of SR 15 from Conway Rd. to Lee Vista Blvd. The overall project included the installation of 870 LF of 4-inch force main; 8,130 LF of 6-inch force main; and 9,000 LF of 8-inch force main as well as 200 LF of 6-inch water main; 1,000 LF of 8-inch water main; 1,000 LF of 12-inch water main; 10,400 LF of 16-inch water main; and 3,700 LF of 24-inch water main. Our CPH team provided all preliminary investigations, plan preparation, required FDEP and FDOT permits, bidding assistance as well as provided part-time construction observation services.



KAYLA LOCKCUFF, P.E.
PIPELINES/PUMP STATIONS

Years of Experience: 10

Education:

B.S. in Environmental Engineering, University of Florida

Licenses & Certifications:

Project Engineer - (No. 90685)

Key Skills / Qualifications:

- Water Main, Reclaimed Water Main, and Force Main Design
- Construction Administration
- Permitting with multiple entities
- Hydraulic Analysis
- Water treatment plant design
- Wastewater Treatment Plant Rehabilitation
- SRF Funding Assistance
- Collection/Transmission System
- Lift Station Design & Optimization

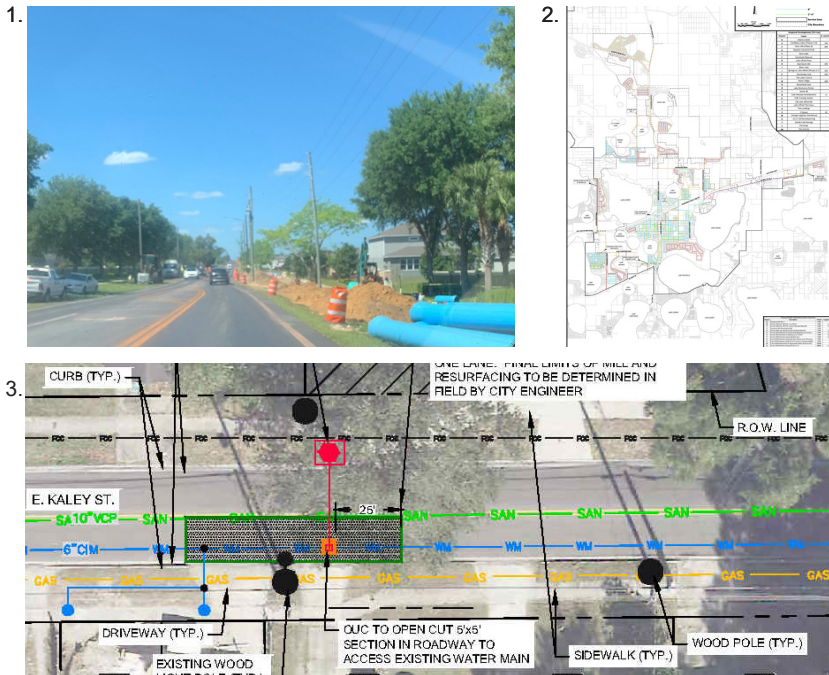
Overview: Kayla serves the firm of CPH as a Sr. Project Manager. Her expertise includes hydraulic modeling, design, permitting, and construction services for public utility projects throughout the State. Kayla's expertise includes new pipelines, relocations due to roadway improvements, replacements, rehabs (including I & I), liftstation/pumping systems, and miscellaneous plant rehabilitations for both water and wastewater. She has worked on projects that include funding through USDA, FDEP, and FDOT.

1. SSA-ESA 36" WATER MAIN AND 24" RECLAIMED WATER MAIN & J. LAWSON REPUMP STATION PROJECT

- Preliminary design report, final design, MOT design, survey, environmental assessment, geotechnical investigation, bidding, and construction administration for the connection of the Southern Service Area to the Eastern Service Area with the potable water and reclaimed water system and repump station. The project includes the installation of approximately 7 miles of parallel 36-inch potable water main and 24-inch reclaimed water main from J. Lawson Blvd. to Moss Park Rd. via a combination of directional drill, jack and bore, and open-cut installation.

2. TOWN OF OAKLAND LIFT STATION 6 - Lift Station 6 includes preliminary system evaluation, design, permitting, bidding, and construction administration services for a new 15 HP duplex lift station with electrical and instrumentation components, access manholes and stormwater improvements. The project also includes overall site improvements, a retaining wall, and connection to the existing collection system.

3. CASSELBERRY ENGLISH ESTATES WATERMAIN - The English Estates Water Main Replacement project includes the design and construction of approximately 25,000 LF of 6, 8, and 12-inch water mains and installation of approximately sixty-seven (67) new fire hydrants and eighty-three (83) new valves. The construction will be performed utilizing a mixture of trenchless technology, to minimize conflicts and site disturbance, as well as conventional open-cut. The project requires coordination with Seminole County as the construction will take place in County right-of-way (ROW). Currently the construction is planned to be done in two Phases.



MARISHA E. INNIS, E.I.
HYDRAULIC MODELING

Years of Experience: 2

Education:

B.S. in Environmental Engineering, University of Florida

Licenses & Certifications:

Engineer Intern – FL (1100025240)

Key Skills / Qualifications:

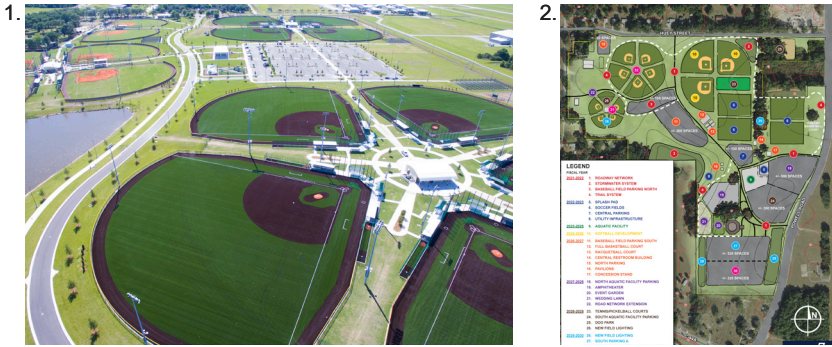
- Hydraulic Modeling
- Potable Water and Wastewater Master Plans
- Permitting
- Water Treatment Facilities
- Construction Administration
- Distribution/Transmission/ Collection System Installation & Rehabilitation

Overview: Ms. Innis has served as a Project Engineer at CPH for two years. She has experience in designing and permitting lift stations, pipelines, and water treatment plant improvements. Throughout her time at CPH, Ms. Innis has participated in a variety of projects to gain a broad understanding of engineering water and wastewater systems.

1. CITY OF DAVENPORT 16-INCH WATER MAIN NORTH BOULEVARD EXTENSION - Installation of approx. 6,000 LF 16-inch PVC water main within public ROW heavily congested with existing utilities. Roadway, sidewalk, curbing, driveway, and landscaping restoration. Coordination with multiple entities along installation route including School District, Fire Department, etc. Installation of 2-inch fiber optic conduits and pull boxes parallel to the 16-inch water main.

2. POTABLE WATER AND WASTEWATER MASTER PLANS – CITY OF LAKE ALFRED - The City requested CPH to prepare potable water and wastewater master plans to be used as a basis of planning for current and future infrastructure improvements to cover a 20-year utility planning horizon. Population projections and hydraulic modeling were used to identify deficiencies in the system and recommend possible solutions to the deficiencies.

3. ELECTRICAL, LIGHTING, AND WATER PERMITTING SERVICES – ORLANDO UTILITIES COMMISSION - OUC contracted CPH to provide engineering services to review, prepare, and submit permits to the local governing authorities within OUC's service area. The work requires coordination with multiple departments and agencies to provide permits in a timely manner.



JEREMY C. MORTON, P.E.
PROJECT MANAGER - PARKS AND RECREATION / CIVIC CENTERS

wYears of Experience: 16

Education:

B.S. in Civil Engineering, University of Florida

Licenses & Certifications:

Professional Engineer - FL (No. 75410)

Key Skills / Qualifications:

- Expert in site planning, design, permitting, stormwater, and transportation improvements
- Established relationships with key municipal agencies in the County
- Thorough understanding of performing services through continuing contracts
- Managed small to large improvement programs

Overview: Mr. Morton serves the firm of CPH as a Project Manager. He has worked for CPH since 2007. Since joining CPH, he has worked in every area of land development, with an emphasis on stormwater, utilities, and general site development. Mr. Morton has been working with a variety of land development clients, gaining valuable experience in project development and permitting at the municipal level, while developing those skills in utility, storm, and site design that are needed in his capacity as Project Engineer.



1. SEMINOLE COUNTY SPORTS COMPLEX PLANNING AND DESIGN

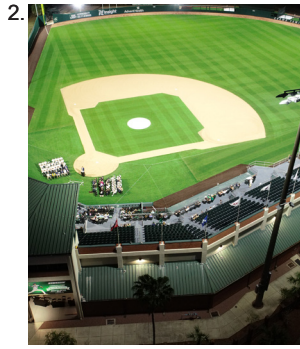
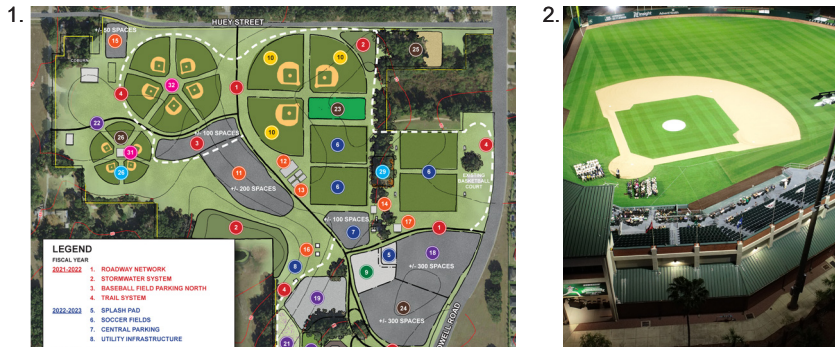
- Planning and design of a new Sports Complex situated on over 120 Acres in Seminole County. The project included 15 tournament quality baseball fields, 25 batting cages, 3 concession/restroom buildings, an administration and conference building, playground, walking trail, 3 storage buildings, and a maintenance facility. Creative engineering methods were used to manage drainage, traffic, and other factors for minimal cost, which freed up funds for additional fan/player use elements.

2. CITY OF WILDWOOD – MILLENNIUM PARK MASTER PLANNING AND PHASES 1 & 2 DEVELOPMENT

- Vision and Master Plan Update for 90+ Acre Park to include new amenities and recreational programming as well as optimization for the user experience. 5 and 10 Year Capital Plan Development for Implementation. CPH is working with the City team on theas of the park development. Phases 1 and 2 consist of designing the internal roadway network, parking, trails, softball and soccer fields, covered basketball courts building design (Airtorium), tennis courts, racquetball courts, food truck parking, and utility and drainage improvements.

3. MELCHING FIELD STADIUM RENOVATIONS – DESIGN CRITERIA PACKAGE

- CPH was selected to provide professional services for the creation of the Design Build Criteria Package for the Melching Field Stadium Renovations. CPH's scope for the Design Build Criteria Package will include a report detailing ADA deficiencies, structural analysis of the existing of the bleacher deck, design/build contract requirements, design development drawings and performance specifications. CPH's services for this project include Architectural, Civil, Surveying, Structural, Mechanical, Electrical, Plumbing, Fire Protection and Landscape Architecture.



LEOPOLDO J. AYALA, P.E.

PARKS AND RECREATION / CIVIC CENTERS

Years of Experience: 27

Education:

B.S. in Environmental Engineering, University of Central Florida

B.S. in Civil Engineering, Andrés Bello Catholic University, Venezuela

Licenses & Certifications:

Professional Engineer - FL (No. 55524)

Key Skills / Qualifications:

- Land Development
- Stormwater Management
- Permitting
- Quality Control
- Project Management

Overview: Mr. Ayala serves CPH in the capacity of Project Manager with experience in civil/site projects. Mr. Ayala has acted as Project Engineer and Project Manager on several land development projects for Wal-Mart Stores, Inc., McDonald's Corporation, Eckerd's Corporation, AutoZone, Inc., and other private development clients. For these clients, Mr. Ayala has designed site improvements, provided engineering design and analysis of the stormwater systems, prepared engineering drawings and specifications, prepared permit documentation, and represented clients at regulatory and municipal meetings.

1. CITY OF WILDWOOD – MILLENNIUM PARK MASTER PLANNING AND PHASES 1 & 2 DEVELOPMENT - Vision and Master Plan Update for 90+ Acre Park to include new amenities and recreational programming as well as optimization for the user experience. 5 and 10 Year Capital Plan Development for Implementation. CPH is working with the City team on theas of the park development. Phases 1 and 2 consist of designing the internal roadway network, parking, trails, softball and soccer fields, covered basketball courts building design (Airitorium), tennis courts, racquetball courts, food truck parking, and utility and drainage improvements.

2. MELCHING FIELD STADIUM RENOVATIONS – DESIGN CRITERIA PACKAGE - CPH was selected to provide professional services for the creation of the Design Build Criteria Package for the Melching Field Stadium Renovations. CPH's scope for the Design Build Criteria Package will include a report detailing ADA deficiencies, structural analysis of the existing of the bleacher deck, design/build contract requirements, design development drawings and performance specifications. CPH's services for this project include Architectural, Civil, Surveying, Structural, Mechanical, Electrical, Plumbing, Fire Protection and Landscape Architecture.

3. LEESBURG TEEN CENTER - Planning, design, and permitting of a 10,000 SF addition to an existing recreation center. The addition consisted of a Teen Center Multi-use Facility that houses after school programs for youths ages 5-18. The addition also serves as a re-imaging of the main entry into the existing recreation center.



ALLEN C. LANE, P.E.
PARKS AND RECREATION/CIVIC CENTERS
/DEVELOPMENT & PLANNING SERVICES

Years of Experience: 36

Education:

B.S. in Environmental Engineering, University of Central Florida
 A.S. in Construction Technology

Licenses & Certifications:

Professional Engineer - FL (No. 60144)
 Advanced Traffic Control Certification

Key Skills / Qualifications:

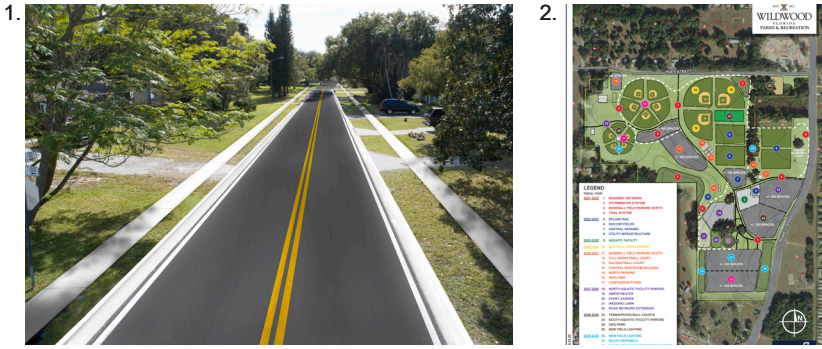
- Stormwater management
- Water/wastewater/stormwater design
- Site grading
- Roadway improvements/widening/turn lanes
- City/County recreational parks

Overview: Mr. Lane serves the firm of CPH as a Project Engineer for both public and private civil projects. Mr. Lane joined the firm in 1989 as a drafting technician with an A.S. in Construction Technology. He returned to school part-time and earned a B.S. in Environmental Engineering in 1997. Mr. Lane received his P.E. License in 2003. Since 1997, he has served as a Project Engineer for a number of private and public projects, including educational facilities and municipal projects. Mr. Lane also has experience in permitting for stormwater collection systems, potable water, and sanitary sewer systems, inclusive of data collection and submittal packages for approval.

1. TROTWOOD PARK PHASE 1 IMPROVEMENTS - The project included planning, design, permitting, bid services, and CEI services for construction of a splash pad water feature and all associated appurtenances, including the design of a 2,800 sq. ft. splash pad, one pump room to house the pump and chlorination equipment, in-ground return water tank, extension of electrical service, water service and gravity sewer lines to support the splash pad and additional sidewalks adjacent to the new splash pad. The project also included the design new paved parking lot adjacent to splash pad, renovation of existing restroom building (architectural), and the design of 4 new tennis courts and 2 basketball courts.

2. TORCASO PARK – CDBG PROJECT - CPH provided design services including landscape architecture, surveying, and civil engineering for a new park for the City of Winter Springs Torcaso Park project. CPH provided stormwater services for a pond and was tasked to create an active park and splash pad/activity area. Torcaso Park features a paved trail around the perimeter of the stormwater facility, basketball court, activity stations around the trail, splash pad, and a gazebo.

3. BARNETT PARK SPLASH PAD - CPH was responsible for the planning, design, permitting, bid services, and CEI services for construction of a 1,963 sq. ft. splash pad water feature and all associated appurtenances. The design also included one pump equipment area to house the pump and chlorination/UV treatment equipment, in-ground return water tank, extension of electrical service, water service and gravity sewer lines to support the splash pad, additional sidewalks adjacent to the new splash pad, County, and FDOH permitting. The splash pad was constructed in an existing County park that would remain open during construction without impacting the visitors to the park.



TYLER FITZGERALD, E.I.

PARKS AND RECREATION / CIVIC CENTERS

Years of Experience: 5

Education:

B.S. in Civil Engineering, University of Central Florida, 2017

Licenses & Certifications:

Engineering Intern No. 1100022736 (E.I.)

Key Skills / Qualifications:

- Stormwater Design
- Commercial Site Planning
- Residential Site Planning
- Utility Design
- Floodplain Compensation
- Cost Estimation
- Nutrient Loading Analysis

Overview: Mr. Fitzgerald serves CPH as a Project Engineer and is responsible for the design and permitting of various projects throughout Florida. Mr. Fitzgerald has experience in land development and stormwater management projects ranging from design of apartment complexes, residential subdivisions, church campus sites, parking lots, and stormwater infrastructure networks. Mr. Fitzgerald is proficient in numerous design programs including ADICPR, Ponds, WaterCAD, and BMP Trains.

1. GEORGETOWN DRAINAGE IMPROVEMENTS - Multiphase Stormwater Infrastructure Project in Downtown Sanford. Rural to Urban Conversion of 2.5 Miles of City Streets with sidewalks, and stormwater infrastructure including pipes up to 72". The project included Community Outreach to the over 100 affected property owners.

2. CITY OF WILDWOOD – MILLENNIUM PARK MASTER PLANNING AND PHASES 1 & 2 DEVELOPMENT - Vision and Master Plan Update for 90+ Acre Park to include new amenities and recreational programming as well as optimization for the user experience. 5 and 10 Year Capital Plan Development for Implementation. CPH is working with the City team on theas of the park development. Phases 1 and 2 consist of designing the internal roadway network, parking, trails, softball and soccer fields, covered basketball courts building design (Airtorium), tennis courts, racquetball courts, food truck parking, and utility and drainage improvements.

3. LAKE DEATON PARK – CONCEPT MASTER SITE PLAN, NEW WATER LAUNCH, GRASS PARKING IMPROVEMENTS AND STORMWATER/FLOODING EVALUATION - Project scope included data collection, design, and permitting of proposed improvements within Lake Deaton Park. CPH attended workshops with the City of Wildwood Park & Recreation Manager to generate few concept site plans to finally generate a Master Site Plan for the overall park development. The improvements and analysis identified included a new floating water launch (for kayaks, canoes, dragon boats, etc.) west of the existing pier with the associated sidewalk and boardwalk connection (parcel # G15-045). In addition, the scope included grassed parking area and an area to accommodate a pre-fabricated bathroom building with associated utility connections within parcel # G15-035, and performing a stormwater evaluation along the west side of Parcel # G15-009 to propose enhancements to prevent reported flooding during low intensity storm events.

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1. SEMINOLE COUNTY SPORTS COMPLEX PLANNING AND DESIGN

- Planning and design of a new Sports Complex situated on over 120 Acres in Seminole County. The project included 15 tournament quality baseball fields, 25 batting cages, 3 concession/restroom buildings, an administration and conference building, playground, walking trail, 3 storage buildings, and a maintenance facility. Creative engineering methods were used to manage drainage, traffic, and other factors for minimal cost, which freed up funds for additional fan/player use elements.

2. LEESBURG AQUATIC COMPLEX - Planning, design, and permitting for the development of a regional aquatic facility. The facility will include an eight (8) lane competition facility designed to USA Swimming standards for high school competitions. The facility also included a recreational pool with interactive play features, zero entry and a "free" swim area that can be utilized for swim education. Along with the recreational pool will be a water slide, shaded areas for party rentals, and shower facilities. The complex included an entry/ticket building, concession building, changing/locker facilities, and mechanical/equipment areas.

3. JOE MOODY PARK - Design for reconstruction of a park facility that was damaged due to hurricanes. The new facility includes a new 8,000 SF community center building, a restroom building utilizing a Client provided proto-type, walk/jog track, lighting, playgrounds for ages 2-5 and ages 5-12, landscape and irrigation, tree replacement, hardscape to include benches, trash receptacles, signage, parking improvements, stormwater retention, outdoor fitness areas, redevelopment of the wetland edge including scenic overlook, disk golf course re-establishment, and demolition of the existing boardwalk.



H. LARRY WRAY, P.E.

PARKS AND RECREATION / CIVIC CENTERS

Years of Experience: 26

Education:

M.S. in Water Resources Engineering, University of Central Florida
B.S. in Environmental Engineering, University of Central Florida

Licenses & Certifications:

Professional Engineer - FL (No. 55557)
Qualified Stormwater Management Inspector

Key Skills / Qualifications:

- Project Management
- Stormwater
- Retail / Office planning
- Apartments
- Financial Institutions
- Industrial/Warehouse Facilities
- Restaurant Design
- Education
- Parks

Overview: Mr. Wray serves CPH as a Project Manager/Vice President. Mr. Wray is responsible for managing complex projects through preliminary design, final design, permitting, and construction administration and inspection. Mr. Wray also has experience in stormwater management, land development projects, recreational facility design, and roadway feature design. He has provided services in these fields to various clients. In conjunction with these projects Mr. Wray has designed various stormwater management systems. These projects have required the extensive use of ADICPR, Hydraflow, and both the Modret and Ponds programs.



ASHLEY D. SWIFT, P.E.

PARKS AND RECREATION / CIVIC CENTERS

Years of Experience: 6

Education:

B.S. in Civil Engineering, Virginia Tech

Licenses & Certifications:

Engineer - FL (No. 93333)

Qualified Stormwater Management Inspector

Key Skills / Qualifications:

- Drainage / Stormwater
- Land Development Design
- Sustainable Land Development
- Construction Management
- Water Resources
- Hydrology
- Solids and Hazardous Waste Management
- AutoCAD
- ArcGIS
- Civil 3D
- MATLAB

Overview: Ms. Swift serves CPH in the capacity of Project Engineer and has over 6 years of experience. She has worked on projects pertaining to drainage/stormwater, construction management, hydrology, and land development.

1. CASSELBERRY SUNNYTOWN PARK PLANNING & PRELIMINARY DESIGN

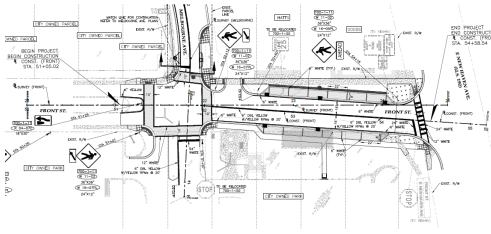
- Planning, conceptual master planning, design, and construction to the City of Casselberry for the reinvestment and updating Sunnyside Park. As part of the overall park the new design included a Pedestrian connection to community, park entry sign and flag pole, 15' wide drainage easement, 195' x 330' field, Pedestrian trail, relocation of existing 20' x 20' shelter, bicycle parking, restroom building, 100' x 60' ADA accessible playground, sidewalk along Anchor Road, fitness court, bio-retention swales, wet retention pond with aerating fountain, existing lift station, pedestrian crosswalk, new connection to Anchor Road, 6' security fence with columns.

2. LEESBURG AQUATIC COMPLEX - Planning, design, and permitting for the development of a regional aquatic facility. The facility will include an eight (8) lane competition facility designed to USA Swimming standards for high school competitions. The facility also included a recreational pool with interactive play features, zero entry and a "free" swim area that can be utilized for swim education. Along with the recreational pool will be a water slide, shaded areas for party rentals, and shower facilities. The complex included an entry/ticket building, concession building, changing/locker facilities, and mechanical/equipment areas.

3. CASSELBERRY WIRZ PARK PLANNING & PRELIMINARY DESIGN

- Planning, conceptual master planning, design, and construction to the City of Casselberry for the reinvestment and updating Wirz Park, a regional facility with multiple uses. As part of the overall park the new design included a New entrance, Relocation of maintenance building, Expansion of the existing community building, New outdoor terrace, Event patio with 20' x 20' pavilion, Splash pad, Zero entry pool with interactive features, 5-lane/25-meter pool, Shade structures, Volleyball courts, Basketball courts, Playground, and Trail upgrades.

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KURT R. LUMAN, JR., P.E.

PROJECT MANAGER - TRANSPORTATION

Years of Experience: 23

Education:

B.S. in Civil Engineering, University of Central Florida

Licenses & Certifications:

Professional Engineer - FL (No. 65036)

Advance Maintenance of Traffic, FDOT, Critical Structures Construction Issues Course

Key Skills / Qualifications:

- Project Management
- Roadway paving, widening, extensions, new roads; as well as turn lane additions and traffic upgrades
- FDOT guidelines and FDOT LAP
- Trails and Shared-Use Paths
- Signing and Pavement Parking
- Maintenance of Traffic Plans
- Streetscapes
- Public Involvement
- Permitting
- Drainage/Flood Plain

Overview: Mr. Luman serves the firm of CPH in the capacity of Sr. Vice President and Transportation Division Director. He is responsible for managing, engineering, and designing roadway, traffic, and trail projects, including geometric design, stormwater management systems, traffic intersections, and traffic control plans. Mr. Luman is also responsible for the preparation and processing of permits through various regulatory agencies including FDOT Local Agency Program (LAP) projects. In addition to highway and traffic design he has experience in preparing stormwater pollution prevention plans, construction estimates and site inspections.

1. MELBOURNE MISC. DESIGN CONTRACT FOR LAP PROJECTS – PINEAPPLE AVENUE, COUNTRY CLUB RD, AND FRONT STREET

- Pineapple Ave. project includes design of new bicycle and pedestrian facilities for approx. 2,600 LF (10-ft.-wide multi-use path/5-ft. bike lanes/raised crosswalks). Country Club Rd. project includes 2,560 LF of 6-ft. concrete sidewalk along Country Club Road, 850 LF of 5-ft. sidewalk along Melbourne Avenue, and 900 LF of 5-ft. sidewalk along Edgewood Drive (total of 4,310 LF/0.82miles). Lastly, the Front St. project includes 12-ft.-wide multi-use path, reconstruction of existing sidewalks to 6-ft., 5-ft.-wide bike lanes; new 6-ft. sidewalks on both sides of the roadway.

2. US 17-92 RIVERWALK, PHASE II - III (FDOT LAP) - Phase II - The FDOT LAP project included 1.5 miles of 10-14 foot wide trail, replacement of 5,500 feet of seawall along Lake Monroe, trail head parking, a prefabricated pedestrian bridge over Mill Creek, hardscaping, landscaping, and lighting. Phase III - CPH provided planning, survey, and design services for a new 1.7 mile, 12 ft.-wide trail that was part of a multi-phase project funded through a joint partnership with FDOT. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid- Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation.

3. OCOEE DOWNTOWN STREETS REDEVELOPMENT - Civil engineering and landscape architecture to design four local streets associated with the City of Ocoee Downtown Redevelopment. The Oakland Avenue project consists of a complete reconstruction to develop a two-lane divided roadway, with a multi-use trail in the median, parallel parking, and wide sidewalks. The Taylor Street project includes a multi-use trail along the east side, connecting to the Oakland Avenue multi-use trail. Taylor Street also includes two roundabouts, which are the gateways into Downtown: one at the Franklin Street intersection, with the other at the McKey Street intersection. Kissimmee Avenue includes realignment to the west to attain proper clearance from the railroad and a new stormwater management pond.



JOSEPH M. LOFASO, JR., P.E.
TRANSPORTATION ENGINEER

Years of Experience: 8

Education:

M.S. in Civil Engineering, University of Central Florida
 B.S. in Civil Engineering, University of Central Florida

Licenses & Certifications:

Professional Engineer - FL (No. 88718)
 FDOT AMOT No. 6082
 FDEP Stormwater Inspector No. 32531

Key Skills / Qualifications:

- Roadway paving, widening, extensions, new roads; turn lane additions and traffic upgrades
- Trails and Shared-Use Paths
- Maintenance of Traffic Plans
- Streetscapes
- Drainage/Flood Plain

Overview: Mr. LoFaso serves CPH as a Project Engineer in the Transportation Department. He is responsible for data collection, processing and analysis on our roadway and traffic projects. He excels at design, cost estimation and scheduling. Previous to joining CPH, Mr. LoFaso worked with the City of Orlando in their Transportation Engineering Division as a Signalized Systems Technician. He was responsible for analyzing and interpreting automobile crash data, performing field reviews of existing signalized intersections for compliance with current FDOT and MUTCD criterion, designed and fabricated street signs, and collecting and analyzing traffic data.

1. FLORIDA COAST TO COAST TRAILHEAD AT PARRISH PARK

- LAP funded project with both State and Federal funding sources. Project consists of a one-way drive aisle with parking on one side and a sidewalk on the other. Bollards utilized along the beach side of the drive aisle to prevent vehicles from eroding the beach. Extremely limited space to work with—the parking aisle had to meet offset criteria from the road, trail, and the waterline. High water table and limited space rendered traditional drainage solutions ineffective, thus the use of pervious concrete throughout. High amount of public involvement for a project this size due to the use of Parrish Park for recreation by multiple groups and the potential environmental impacts. Involved coordination with a very large group of government regulatory entities due to the sensitive nature of the Indian River and its ecosystem.

2. LEESBURG DOWNTOWN STREET IMPLEMENTATION - The roadway improvements for Market Street run from 1st Street to 7th Street in downtown Leesburg. The roadway currently functions as a back alley between the existing mid-20th century low-rise buildings that comprise this portion of downtown. The intent is to turn this into a festival street by converting it to a one-way only road and expanding the existing sidewalks. The street will be curb-less with the sidewalks flush to the edge of pavement so that Market Street becomes completely pedestrian traversable during community events; these are popular here because the road is book-ended by City Hall on one side and the Leesburg Library on the other—both of which include public parks on their grounds. Some landscaping, such as planter boxes and limited street trees, are also proposed where room permits. The main hardscape element is the replacement of the ad-hoc overhead lighting with a modern “festoon-style” lighting system that will complement the festival aesthetic of the roadway.

3. US 17-92 RIVERWALK, PHASE II - III (FDOT LAP) - Phase II - The FDOT LAP project included 1.5 miles of 10-14 foot wide trail, replacement of 5,500 feet of seawall along Lake Monroe, trail head parking, a prefabricated pedestrian bridge over Mill Creek, hardscaping, landscaping, and lighting. Phase III - CPH provided planning, survey, and design services for a new 1.7 mile, 12 ft. wide trail that was part of a multi-phase project funded through a joint partnership with FDOT. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation.



MATTHEW CUSHMAN, P.E.
TRANSPORTATION ENGINEER

Years of Experience: 17

Education:

B.S. in Aerospace Engineering, Embry-Riddle
Aeronautical College

Licenses & Certifications:

Professional Engineer, FL (No. 73150)
Advanced Maintenance of Traffic
Traffic Signal Inspector Level I, IMSA Certified - FL

Key Skills / Qualifications:

- Trails and Shared-Use Paths
- Roadway Paving
- Roadway Widening
- Extensions
- New Roads
- Turn Lane Additions and Traffic Upgrades
- FDOT Guidelines and FDOT LAP
- Permitting
- Public Involvement

Overview: Mr. Cushman serves the firm of CPH as a Project Engineer. He is responsible for the design and engineering of transportation infrastructure, grading, signalization, drainage, as well as the preparation and processing of permits through statewide regulatory agencies. Prior to working with CPH, he worked as a Traffic Signal Designer and Inspector for the F.D.O.T. District 5 Traffic Operations in Deland, FL. The FDOT position included the design of District 5 transportation systems and the signalization of major state road intersections. Mr. Cushman has designed transportation improvements and throughout the State of Florida.



1. CAPE CORAL SE 47TH TERRACE STREETSCAPE IMPROVEMENTS

- The improvements included sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking to increase the width of the pedestrian area, off-street parking modification, streetlights, traffic analysis and calming including adding a roundabout at one of the busiest intersections, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades. CPH also designed the utility upgrades/modifications, including a new upsized water main, new force main, and a new reclaimed water main. Design services also included modifications to the City's Club Square, such as added sidewalks, bio-retention swales, entrance feature, ADA improvements, landscaping, and streetlights.

2. ALABAMA AVENUE GREENWAY PHASE 1 & 2 (FDOT LAP)

- Phase 1 included the design and CEI of a 1.4 mile shared use path from the City's Earl Brown Park to the City's Painters Pond Park located near the southern property line of Stetson University. Phase 2 consisted of a 0.70 mile extension of the original 1.20 mile trail. Phase 2 included the design and permitting of a 10' - 12' wide asphalt and concrete trail through Stetson University.

3. US 17-92 RIVERWALK, PHASE II - III (FDOT LAP)

- Phase II - The FDOT LAP project included 1.5 miles of 10-14 foot wide trail, replacement of 5,500 feet of seawall along Lake Monroe, trail head parking, a prefabricated pedestrian bridge over Mill Creek, hardscaping, landscaping, and lighting. Phase III - CPH provided planning, survey, and design services for a new 1.7 mile, 12 ft. wide trail that was part of a multi-phase project funded through a joint partnership with FDOT. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid- Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation.

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1. SUMMERLIN AVENUE IMPROVEMENT PROJECT – PHASE 1 -

This project is centered around the replacement of the existing OUC sanitary sewer beneath Summerlin Ave. from Marks Street to South Street in the City of Orlando. The City of Orlando has chosen to also install stormwater culverts and structures within the project limits to alleviate existing drainage issues. The entirety of Summerlin Ave. will be reconstructed as part of this project, and the adjoining sidewalks and driveways will be rebuilt as well to bring them up to ADA and City standards. Extensive Temporary Traffic Control Plans are included to minimize the impacts to the multiple affected communities within Orlando, including several schools within the project limits. Permitting for the project is required with St. Johns River Water Management District, the FDEP, and the FDOT due to the project's size and location.

2. CAPE CORAL SE 47TH TERRACE STREETScape IMPROVEMENTS -

The improvements included sidewalks with pavers, landscaping, road reconstruction, removal of on-street parking to increase the width of the pedestrian area, off-street parking modification, streetlights, traffic analysis and calming including adding a roundabout at one of the busiest intersections, raised mid-block pedestrian crossings, street furniture, ADA improvements, and drainage modifications/upgrades. CPH also designed the utility upgrades/modifications, including a new upsized water main, new force main, and a new reclaimed water main. Design services also included modifications to the City's Club Square, such as added sidewalks, bio-retention swales, entrance feature, ADA improvements, landscaping, and streetlights.

3. OCOEE DOWNTOWN STREETS REDEVELOPMENT - Civil engineering and landscape architecture to design four local streets associated with the City of Ocoee Downtown Redevelopment. The Oakland Avenue project consists of a complete reconstruction to develop a two-lane divided roadway, with a multi-use trail in the median, parallel parking, and wide sidewalks. The Taylor Street project includes a multi-use trail along the east side, connecting to the Oakland Avenue multi-use trail. Taylor Street also includes two roundabouts, which are the gateways into Downtown: one at the Franklin Street intersection, with the other at the McKey Street intersection. Kissimmee Avenue includes realignment to the west to attain proper clearance from the railroad and a new stormwater management pond.



CHRISTOPHER TODD
TRANSPORTATION ENGINEER

Years of Experience: 18

Education:

A.A. in Drafting and Design, Florida Technical College

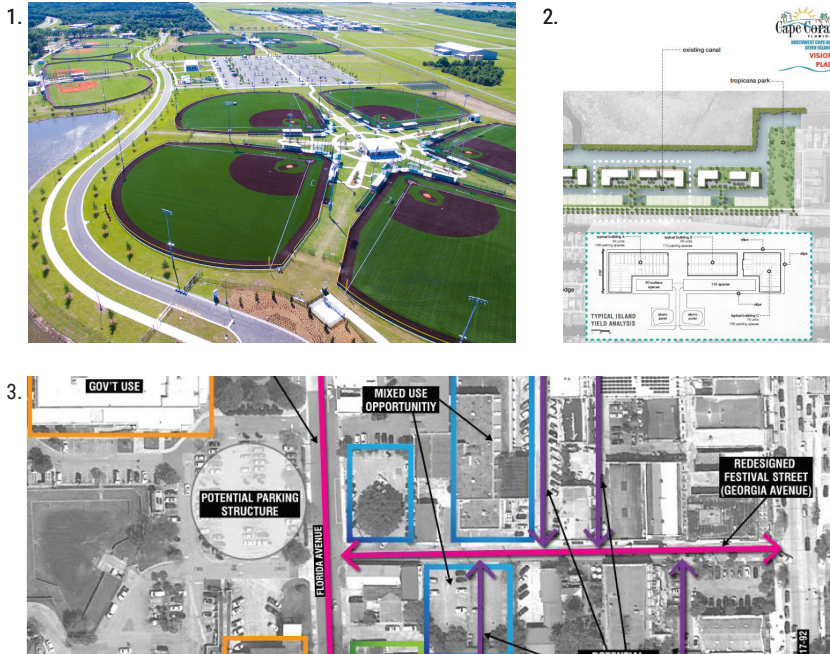
Licenses & Certifications:

N/A

Key Skills / Qualifications:

- AutoCAD (Civil 3D)
- Conceptual Site Plan Exhibits
- Conceptual Site Perspective Exhibits
- Site Development
- Civil Design
- Corridor Planning and Design
- Autoturn Analysis

Overview: Mr. Todd serves CPH as a Project Designer in our Transportation Engineering Division, and has more than 18 years of experience related to roundabouts, trails, corridor studies, and roadway improvements.



JAVIER E. OMANA, CNU-A

PROJECT MANAGER - DEVELOPMENT & PLANNING SERVICES

Years of Experience: 39

Education:

M.A. in Urban and Regional Planning, University of Florida

B.S. in Business Administration, University of Florida

Licenses & Certifications:

CNU-a Accredited Member

Key Skills / Qualifications:

- Property Entitlements Acquisition
- Land Use Feasibility Reports
- Land Planning/Master Planning
- Site Planning
- Project Management
- Developments of Regional Impact
- Comprehensive Planning
- Land Use Amendments/Rezoning
- Expert Testimony

Overview: Mr. Omana serves CPH as Vice President of Land Planning Services and Senior Planner. His professional experience encompasses a wide range of land development planning activities that include: land use feasibility studies, master planning, site planning, Developments of Regional Impact (DRI), rezonings, entitlement acquisitions, permitting, and governmental approvals. Mr. Omana has master planned/designed, and obtained development approvals for a host of projects ranging from small sites to large-scale DRI's.

1. SEMINOLE COUNTY SPORTS COMPLEX PLANNING AND DESIGN

The CPH Team was awarded the planning and design of a new Sports Complex situated on over 120 Acres in Seminole County. The project consisted of implementing the pro forma developed for the Seminole County Leisure Services Department which included 15 tournament quality baseball fields, 25 batting cages, 3 concession/restroom buildings, an administration and conference building, playground, walking trail, 3 storage buildings, and a maintenance facility. The County, City, and local State university each had individual goals for the facility which required coordination to avoid conflict. Creative engineering methods were used to manage drainage, traffic, and other factors for minimal cost, which freed up funds for additional fan/player use elements.

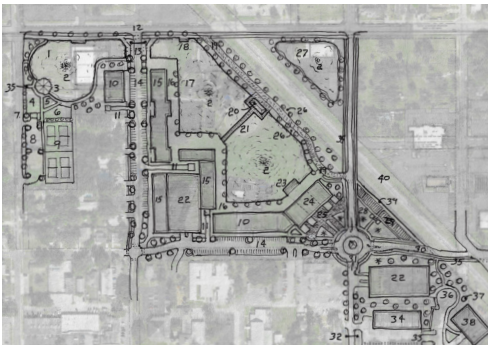
2. CAPE CORAL NORTHWEST AND 7 ISLANDS VISION PLAN

The City of Cape Coral, Florida retained the firm of CPH, Inc. to conduct a Visioning and Master Plan Study for the City's Northwest Quadrant and its 7 Island Area. The Study Area consisted of 20 square miles with over 20 miles of frontage along the Matlacha Pass and its marine habitat. CPH prepared detailed overall vision plans to establish a "village character" for the area highlighting connectivity, compatibility, and context-based design alternatives. Design Elements included: complete streets, public lands utilization, mixed-use and commercial lands, target private lands for acquisition for public space, Street tree plans, signage and theming plans, neighborhood identification and preservation, waterfront activation, and infrastructure expansion plans. The Plan established a 50-year implementation horizon.

3. GEORGIA AVENUE REDEVELOPMENT VISION PLAN

The purpose of the Georgia Avenue District Vision Plan is to identify key urban design and place-making elements that will set forth the blueprint for redevelopment in the area celebrating the entrepreneurial, historic, cultural, and urban design assets. This is to be achieved through context-sensitive design options responding to connectivity, compatibility, community outreach, opportunities/constraints, and the urban design assets of the study area. The Ocoee Downtown Streets Redevelopment District Vision Plan identifies a potential development scenario within context-compatibility driven sensitivity. The concept sets the basis for the establishment of the proper regulatory framework to guide redevelopment of this city asset.

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1. PINELLAS PARK CITY CENTER - CPH, LLC was contracted by Pinellas Park, Florida, to provide an in-depth review of proposed improvements associated with the Pinellas City Center Plan, complete redesign of final City Center concepts, and complete Preliminary Master Drainage Study to promote and support future development. The goal of project design is to create a place of gathering, recreation, retail/restaurants, and community revitalization. Design and operations in coordination with the city are ongoing.

2. EAST PASCO COUNTY PARK FACILITIES (NAOMI S. JONES/ JAMES IRVIN CIVIC CENTER) - CPH, LLC was contracted by Pasco County and Dade City, Florida, to complete a Feasibility Study, Public Outreach/Community Meetings, and Preliminary Landscaping/ Architectural/Civil Design for East Pasco County Park Facilities (Naomi S. Jones/James Irvin Civic Center.) The park is located within a historically underserved community. The goal of the project is to utilize research and community input to complete context-sensitive design techniques to create design options and an action plan for a community center/park that adequately serves all ages of citizens in Dade City recreationally and educationally.

3. CONNOLLY HOUSE CONCEPT STUDY AND PROGRAMMING

- Preliminary Analysis and Conceptual Design of a 5,000 SF civic center and park improvements. Park improvements will include trails, gazebos, pavillions, parking, boardwalks, and overlooks. Programming for new Civic Center to include multi-pose room, catering kitchen, outdoor space, and offices.



KIERSTEN U. CAVENDER

DEVELOPMENT & PLANNING SERVICES

Years of Experience: 1

Education:

B.S. Environmental Policy - Ohio State University
M.S. Environmental Sciences - University of West Florida

Licenses & Certifications:

N/A

Key Skills / Qualifications:

- Data Collection and Analysis
- Communication and collaboration (external/ internal)
- Project Management
- Public Speaking
- Community Engagement

Overview: Ms. Cavender serves as a Land Planner with the Planning Department of CPH, LLC. Her professional experience includes: feasibility studies, site planning, site investigation reports, due diligence reports, rezoning, large scale comprehensive plan amendments, and project management.

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GALEN PUGH, RLA, AICP
LANDSCAPE ARCHITECT

Years of Experience: 32

Education:

B.A. Landscape Architecture, Louisiana State University

Licenses & Certifications:

Registered Landscape Architect - FL (No. LA 1522)

CPTED Course Completion

Certified Planner (AICP)

Key Skills / Qualifications:

- Landscape Architecture
- Land Planning
- Commercial Development Recreation Planning
- Irrigation Design
- Urban Design
- Lighting
- Sustainable Design
- Gateways/Entry Features
- Streetscapes
- Trails and Multi-Use Paths

Overview: Mr. Pugh serves the firm and its clientele in the capacity of Registered Landscape Architect. Mr. Pugh has over 32 years of governmental and private Landscape Architecture experience. This experience includes working as a Sr. Landscape Architect and a Sr. Planner. He additionally provided professional services such as procurement of consultants, directing and reviewing the preparation of site plans, construction documents and landscape plans. Mr. Pugh coordinated the public participation process and conducted public and steering committee meetings.

1. WEDGE PRESERVE PARK - Planning, design, permitting and construction administration for the development of a new regional community park. The new park is approximately 36 acres, and is partially funded through a FDEP grant. As part of the planning process, the team evaluated three distinct options to create an environmental park that merged active with passive recreation. Amenities that were considered include sand volleyball, pickleball, "Bank Shot" basketball course, Ninja Warrior course, trails, water features including environmental overlooks and preserves, softball fields, multi-purpose fields, and playgrounds.

2. CASSELBERRY WIRZ PARK PLANNING & PRELIMINARY DESIGN - Planning, conceptual master planning, design, and construction to the City of Casselberry for the reinvestment and updating Wirz Park, a regional facility with multiple uses. As part of the overall park the new design included a New entrance, Relocation of maintenance building, Expansion of the existing community building, New outdoor terrace, Event patio with 20' x 20' pavilion, Splash pad, Zero entry pool with interactive features, 5-lane/25-meter pool, Shade structures, Volleyball courts, Basketball courts, Playground, and Trail upgrades.

3. JOE MOODY PARK - Design for reconstruction of a park facility that was damaged due to hurricanes. The new facility includes a new 8,000 SF community center building, a restroom building utilizing a Client provided proto-type, walk/jog track, lighting, playgrounds for ages 2-5 and ages 5-12, landscape and irrigation, tree replacement, hardscape to include benches, trash receptacles, signage, parking improvements, stormwater retention, outdoor fitness areas, redevelopment of the wetland edge including scenic overlook, disk golf course re-establishment, and demolition of the existing boardwalk.

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1. CASSELBERRY WIRZ PARK PLANNING & PRELIMINARY DESIGN

- Planning, conceptual master planning, design, and construction to the City of Casselberry for the reinvestment and updating Wirz Park, a regional facility with multiple uses. As part of the overall park the new design included a New entrance, Relocation of maintenance building, Expansion of the existing community building, New outdoor terrace, Event patio with 20' x 20' pavilion, Splash pad, Zero entry pool with interactive features, 5-lane/25-meter pool, Shade structures, Volleyball courts, Basketball courts, Playground, and Trail upgrades.

2. CITY OF WILDWOOD – MILLENNIUM PARK MASTER PLANNING AND PHASES 1 & 2 DEVELOPMENT

- Vision and Master Plan Update for 90+ Acre Park to include new amenities and recreational programming as well as optimization for the user experience. 5 and 10 Year Capital Plan Development for Implementation. CPH is working with the City team on theas of the park development. Phases 1 and 2 consist of designing the internal roadway network, parking, trails, softball and soccer fields, covered basketball courts building design (Airtorium), tennis courts, racquetball courts, food truck parking, and utility and drainage improvements.

3. SPERLING SPORTS COMPLEX - Planning and design for the Sperling Sports Complex Improvements which included a restroom/ concession building, prefabricated 2-story press box, additional field lighting, additional bleachers, minor utility improvements, and regrading of the south soccer/football field. Other improvements included overall site grading and pond expansion to address the improvements, permitting, bid phase services, and post design services.



DANITA BRYANT, PLA
LANDSCAPE ARCHITECT

Years of Experience: 18

Education:

AAS in Drafting and Design, Wytheville Community College

Licenses & Certifications:

Professional Landscape Architect - FL (No. LA6667318)

Key Skills / Qualifications:

- Landscape Architecture
- Trails/Multi-Use Paths and Parks
- Gateways/Entry Features
- Streetscapes
- Municipal Planning
- Streetscape and Corridor
- Municipal & Institutional

Overview: Ms. Bryant serves CPH as a Landscape Architect and Landscape Designer. She has more than 18 years of experience in Landscape Architecture. Ms. Bryant has extensive experience in the design of parks, streetscapes, and commercial/ retail properties.

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RODNEY "CHIP" SMITH
LANDSCAPE DESIGNER

Years of Experience: 18

Education:
N/A

Licenses & Certifications:
N/A

Key Skills / Qualifications:

- AutoCAD
- Landscape Design
- Streetscape Design
- Conceptual Site Plan Exhibits
- Conceptual Site Perspective Exhibits

Overview: Mr. Smith serves the firm of CPH in the capacity of AutoCAD Technician. His work consists of landscape design and plan preparation for governmental and private clients. In this capacity, Mr. Smith provides coordination between the client/regulatory agencies, and the landscape architect/landscape designer. Other duties include management responsibilities over drafting department activities, the learning, implementing, and training of new or upgraded CAD software programs, and holding a position on the CAD standards committee. Mr. Smith has been involved as an AutoCAD Technician on project teams preparing conceptual exhibits and landscape plans for several major development projects in Florida, Connecticut, Maryland, among other states and regions.

1. WEDGE PRESERVE PARK - Planning, design, permitting and construction administration for the development of a new regional community park. The new park is approximately 36 acres, and is partially funded through a FDEP grant. As part of the planning process, the team evaluated three distinct options to create an environmental park that merged active with passive recreation. Amenities that were considered include sand volleyball, pickleball, "Bank Shot" basketball course, Ninja Warrior course, trails, water features including environmental overlooks and preserves, softball fields, multi-purpose fields, and playgrounds.

2. CITY OF WILDWOOD – MILLENNIUM PARK MASTER PLANNING AND PHASES 1 & 2 DEVELOPMENT - Vision and Master Plan Update for 90+ Acre Park to include new amenities and recreational programming as well as optimization for the user experience. 5 and 10 Year Capital Plan Development for Implementation. CPH is working with the City team on theas of the park development. Phases 1 and 2 consist of designing the internal roadway network, parking, trails, softball and soccer fields, covered basketball courts building design (Airtorium), tennis courts, racquetball courts, food truck parking, and utility and drainage improvements.

3. JOE MOODY PARK - Design for reconstruction of a park facility that was damaged due to hurricanes. The new facility includes a new 8,000 SF community center building, a restroom building utilizing a Client provided proto-type, walk/jog track, lighting, playgrounds for ages 2-5 and ages 5-12, landscape and irrigation, tree replacement, hardscape to include benches, trash receptacles, signage, parking improvements, stormwater retention, outdoor fitness areas, redevelopment of the wetland edge including scenic overlook, disk golf course re-establishment, and demolition of the existing boardwalk.

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SIDNEY K. (KET) WEST II, AIA, NCARB PROJECT ARCHITECT

Years of Experience: 31

Education:

Bachelor of Architecture, University of Tennessee
School of Architecture and Design

Licenses & Certifications:

Registered Architect – FL (pending), TN #100831,
AL #4610, Indiana #AR11600175, Kentucky #7629,
Michigan #1301064890, North Carolina #13793,
Ohio #ARC1817472
NCARB Certified

Key Skills / Qualifications:

- Architecture Design
- Project Leadership
- Municipal Facilities
- Office Buildings
- Industrial Buildings
- Logistics Facilities
- K-12 Educational Facilities
- Higher Education Facilities
- Owner Representative Services

Overview: Mr. West serves CPH as a Principal Architect for municipal and special projects. With over 31 years of experience in Architecture, Mr. West has extensive experience working on projects from a few hundred square feet to over 1.5 million square feet—in multiple markets throughout the United States.

1. SANFORD UTILITIES BUILDING - CPH was selected to provide professional design services for a new Utilities Support Facility for the Sanford Public Works Department. This facility will be utilized as the primary offices for the Utilities Department staff and inspectors. The facility includes meeting space for the Utilities teams, vehicle storage and repair space, and storage for utility equipment. CPH is providing Architecture, Civil, Structural, Mechanical, Plumbing, and Electrical Engineering services for the project.

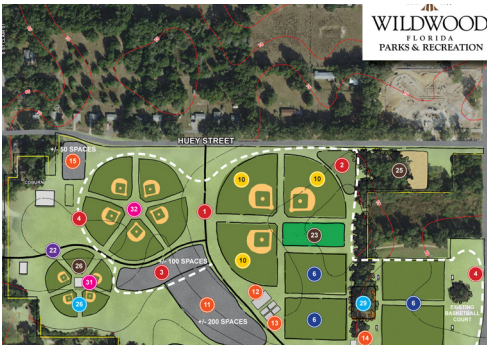
2. AFRICAN AMERICAN MUSEUM OF THE ARTS EXPANSION

- Space programming and design services for the expansion of the African American Museum of the Arts in DeLand. As part of the project, the new expansion expected to contain approximately 2,000-2,500 SF of conditioned space to include gallery space, a meeting/lecture room, a lobby, rest rooms, storage area and a mechanical room. CPH services include assistance with grant applications, stakeholder workshops to determine space needs and preferences, code analysis including ADA analysis, preliminary design and cost analysis, preparation of construction documents, bidding assistance, permitting, and post design services.

3. SANFORD OPERATIONS AND EMERGENCY RESPONSE FACILITY

- CPH was selected to provide professional design services for a new Operation and Emergency Response facility for the Sanford Public Works Department. During storms and weather events, the facility will serve as the Operational heart to manage public works recovery efforts during and after the events. CPH is providing Architecture, Structural, Mechanical, Plumbing, and Electrical Engineering services for the project.

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1. CITY OF WILDWOOD – MILLENNIUM PARK MASTER PLANNING AND PHASES 1 & 2 DEVELOPMENT

- Vision and Master Plan Update for 90+ Acre Park to include new amenities and recreational programming as well as optimization for the user experience. 5 and 10 Year Capital Plan Development for Implementation. CPH is working with the City team on theas of the park development. Phases 1 and 2 consist of designing the internal roadway network, parking, trails, softball and soccer fields, covered basketball courts building design (Airtorium), tennis courts, racquetball courts, food truck parking, and utility and drainage improvements.

2. JOE MOODY PARK - Design for reconstruction of a park facility that was damaged due to hurricanes. The new facility includes a new 8,000 SF community center building, a restroom building utilizing a Client provided proto-type, walk/jog track, lighting, playgrounds for ages 2-5 and ages 5-12, landscape and irrigation, tree replacement, hardscape to include benches, trash receptacles, signage, parking improvements, stormwater retention, outdoor fitness areas, redevelopment of the wetland edge including scenic overlook, disk golf course re-establishment, and demolition of the existing boardwalk.

3. WEDGE PRESERVE PARK - Planning, design, permitting and construction administration for the Development of a new regional community park. The new park is approximately 36 acres, and is partially funded through a FDEP grant. As part of the planning process, the team evaluated three distinct options to create an environmental park that merged active with passive recreation. Amenities that were considered include sand volleyball, pickleball, "Bank Shot" basketball course, Ninja Warrior course, trails, water features including environmental overlooks and preserves, softball fields, multi-purpose fields, and playgrounds.



JOHN M. LENTI, AIA, NCARB, ENV SP,
LEED AP

PROJECT ARCHITECT

Years of Experience: 32

Education:

University Of Saint Francis, Fort Wayne, Indiana, 2017, MBA
University Of Illinois, Chicago, Illinois, 1996, M.S. Architecture
University Of Wisconsin, Milwaukee, Wisconsin, 1990, B.S Architecture

Licenses & Certifications:

Registered Architect - FL (No. AR100548)
National Council of Architectural Registration Boards (NCARB)
ISI ENV SP
ISI Trainer
ISI Verifier
LEED AP BD+C

Key Skills / Qualifications:

- Revit
- AutoCAD
- SketchUp
- Photoshop
- Navisworks
- Tally
- Microsoft Suite

Overview: A driven and forward-thinking architect with extensive experience in sustainable and resilient design and planning, client management, business development, stakeholder facilitation, and life-cycle costing. Fosters long-lasting relationships with clients, colleagues, and interdisciplinary team members through utilization of exceptional interpersonal communication capabilities. An innovative leader skilled at developing strategic plans that promote short- and long-term growth, as well providing guidance on complex municipal facilities and infrastructure projects.

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1. LEESBURG TEEN CENTER - Planning, design, and permitting of a 10,000 SF addition to an existing recreation center. The addition consisted of a Teen Center Multi-use Facility that houses after school programs for youths ages 5-18. The addition also serves as a re-imaging of the main entry into the existing recreation center.

2. JOE MOODY PARK - Design for reconstruction of a park facility that was damaged due to hurricanes. The new facility includes a new 8,000 SF community center building, a restroom building utilizing a Client provided proto-type, walk/jog track, lighting, playgrounds for ages 2-5 and ages 5-12, landscape and irrigation, tree replacement, hardscape to include benches, trash receptacles, signage, parking improvements, stormwater retention, outdoor fitness areas, redevelopment of the wetland edge including scenic overlook, disk golf course re-establishment, and demolition of the existing boardwalk.

3. CASSELBERRY WIRZ PARK PLANNING & PRELIMINARY DESIGN - Planning, conceptual master planning, design, and construction to the City of Casselberry for the reinvestment and updating Wirz Park, a regional facility with multiple uses. As part of the overall park the new design included a New entrance, Relocation of maintenance building, Expansion of the existing community building, New outdoor terrace, Event patio with 20' x 20' pavilion, Splash pad, Zero entry pool with interactive features, 5-lane/25-meter pool, Shade structures, Volleyball courts, Basketball courts, Playground, and Trail upgrades.



BROOK K. SHERRARD, AIA, NCARB

PROJECT ARCHITECT

Years of Experience: 24

Education:

M.S. in Architecture, University of South Florida,
School of Architecture and Community Design
B.S. in Applied Technology/Business, Florida
Institute of Technology
A.S. in Life Sciences, Harrisburg Area Community
College

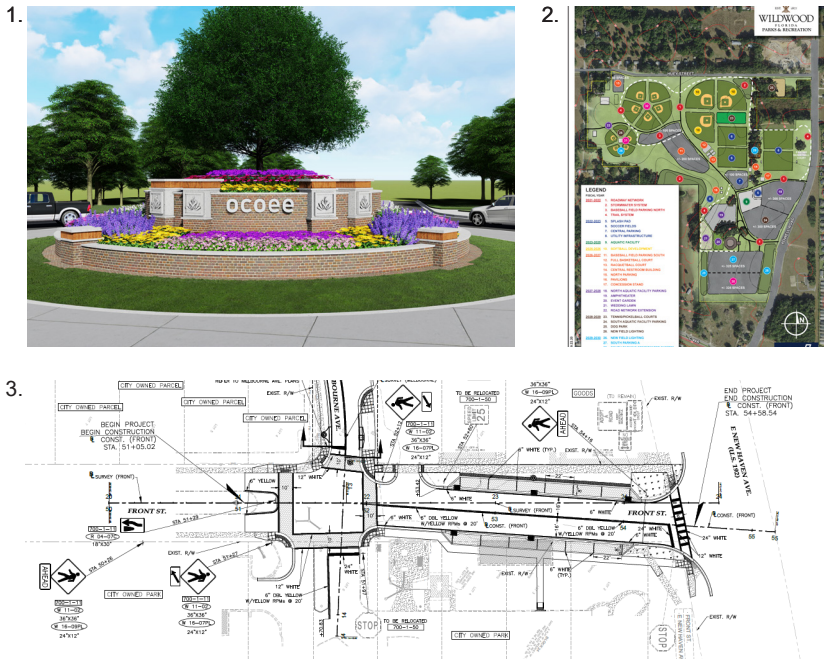
Licenses & Certifications:

Registered Architect – FL (No. AR92948)
American Institute of Architects (AIA)
National Council of Architectural Registration Boards
(NCARB)

Key Skills / Qualifications:

- Industrial/Warehouse Facilities
- Civic Centers
- Completed more than 6.4 million SF of projects
- Building Information Modeling (BIM) and sustainability initiatives
- Experience designing projects according to LEED Certification guidelines
- Educational Facilities

Overview: Mr. Sherrard services CPH as a Senior Architect, with more than 24 years of experience. Mr. Sherrard has completed more than 6.4 million SF of projects and is leading the firm's Building Information Modeling (BIM) and sustainability initiatives. Mr. Sherrard's leadership has ensured that our clients are provided with a coordinated set of documents and 3D models to communicate the design intent at all phases of the project. He has also provided training to in-house architects and has set up standards and procedures to create consistency in document production throughout the firm. In addition, Mr. Sherrard has experience designing projects according to LEED Certification guidelines, including the first new complete high school to achieve a Silver rating under the LEED for Schools 2.0 rating system in the State of Florida at Weeki Wachee High School in Hernando County.



THOMAS J. GALLOWAY, PSM
SURVEYOR

Years of Experience: 32

Education:

B.S. in Surveying and Mapping, University of Florida

Licenses & Certifications:

Professional Surveyor & Mapper - FL (No. 6549)
NCEES Council No. 1291

Key Skills / Qualifications:

- Surveying and Management
- Highway Projects
- Land Development
- Commercial and Private Projects
- Municipal Projects
- Park Improvements Projects

Overview: Mr. Galloway has more than 32 years of experience in the surveying and mapping profession and has a Bachelor of Science of Surveying and Mapping from the University of Florida. His experience ranges from working in the field and office on small to large development projects, to serving as Party Chief/Survey CADD Technician, Project Manager and Survey Manager. Mr. Galloway has served as Principal and Director of the Surveying Division of the firm since its establishment in 2001. He has overseen the department's growth from two survey crews to managing the current seven survey crews. Additionally, he has been personally involved in over 2,500 surveys while at CPH.

1. OCOEE DOWNTOWN STREETS REDEVELOPMENT - Civil
engineering and landscape architecture to design four local streets associated with the City of Ocoee Downtown Redevelopment. The Oakland Avenue project consists of a complete reconstruction to develop a two-lane divided roadway, with a multi-use trail in the median, parallel parking, and wide sidewalks. The Taylor Street project includes a multi-use trail along the east side, connecting to the Oakland Avenue multi-use trail. Taylor Street also includes two roundabouts, which are the gateways into Downtown: one at the Franklin Street intersection, with the other at the McKee Street intersection. Kissimmee Avenue includes realignment to the west to attain proper clearance from the railroad and a new stormwater management pond.

2. CITY OF WILDWOOD – MILLENNIUM PARK MASTER PLANNING AND PHASES 1 & 2 DEVELOPMENT - Vision and Master Plan
Update for 90+ Acre Park to include new amenities and recreational programming as well as optimization for the user experience. 5 and 10 Year Capital Plan Development for Implementation. CPH is working with the City team on theas of the park development. Phases 1 and 2 consist of designing the internal roadway network, parking, trails, softball and soccer fields, covered basketball courts building design (Airtorium), tennis courts, racquetball courts, food truck parking, and utility and drainage improvements.

3. MELBOURNE MISC. DESIGN CONTRACT FOR LAP PROJECTS – PINEAPPLE AVENUE, COUNTRY CLUB RD, AND FRONT STREET
- Pineapple Ave. project includes design of new bicycle and pedestrian facilities for approx. 2,600 LF (10-ft.-wide multi-use path/5-ft. bike lanes/raised crosswalks). Country Club Rd. project includes 2,560 LF of 6-ft. concrete sidewalk along Country Club Road, 850 LF of 5-ft. sidewalk along Melbourne Avenue, and 900 LF of 5-ft. sidewalk along Edgewood Drive (total of 4,310 LF/0.82miles). Lastly, the Front St. project includes 12-ft.-wide multi-use path, reconstruction of existing sidewalks to 6-ft., 5-ft.-wide bike lanes; new 6-ft. sidewalks on both sides of the roadway.



PAUL J. KATREK, PSM
SURVEYOR

Years of Experience: 30

Education:
A.S. in Architecture & Building Technology, Daytona Beach Community College

Licenses & Certifications:
Professional Surveyor & Mapper - FL (No. 6233)
NCEES Record No. 1342

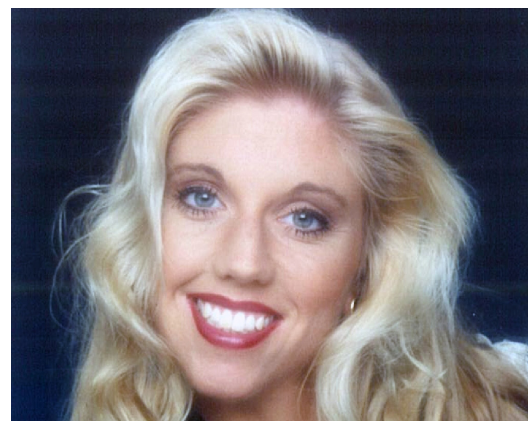
- Key Skills / Qualifications:**
- Surveying and Management
 - Highway Projects
 - Land Development/Commercial and Private Projects
 - Municipal Projects

Overview: Mr. Katrek has more than 30 years of experience in the surveying and mapping profession. His experience ranges from working in the field and office on small to large development projects, to serving as an Instrument man, Party Chief/Survey CADD Technician, Project Manager and Survey manager. Mr. Katrek is proficient in the use of computer software programs and field equipment such as: AutoCAD Land Development Desktop, TDS-Data Collection hardware and software, Topcon & Leica total stations, Trimble Post Processing Software, Leica GPS Equipment, and C & G Software.

1. LEESBURG DOWNTOWN STREET IMPLEMENTATION - The roadway improvements for Market Street run from 1st Street to 7th Street in downtown Leesburg. The roadway currently functions as a back alley between the existing mid-20th century low-rise buildings that comprise this portion of downtown. The intent is to turn this into a festival street by converting it to a one-way only road and expanding the existing sidewalks. The street will be curb-less with the sidewalks flush to the edge of pavement so that Market Street becomes completely pedestrian traversable during community events; these are popular here because the road is book-ended by City Hall on one side and the Leesburg Library on the other—both of which include public parks on their grounds. Some landscaping such as planter boxes and limited street trees are also proposed where room permits. The main hardscape element is the replacement of the ad-hoc overhead lighting with a modern “festoon-style” lighting system that will complement the festival aesthetic of the roadway.

2. DEBARY COMMUNITY PARK & SPLASH PAD - Planning, design, permitting, surveying and construction services for a splash pad water feature and all associated appurtenances for the City of DeBary. The design included a 2,000 sq. ft. splash pad, bathroom building, pump room to house the pump and chlorination equipment, in-ground return water tank, extension of electrical service, water service and gravity sewer lines to support the splash pad, and additional sidewalks adjacent to the new splash pad.

3. SPEC MARTIN STADIUM DESIGN CRITERIA PACKAGE
- Selected by the City of DeLand for the Spec Martin Stadium Improvements Design/Build Criteria Package. The project required the development of the design/build criteria package and professional services to assist the City during the selection process. Included a new press box, training room and locker room additions. The stadium is used by the local high school as well as Stetson University; therefore, the stadium improvements were designed to meet NCAA collegiate level demands.



AMY E. DALY, LEED AP
ENVIRONMENTAL SCIENTIST

Years of Experience: 29

Education:

M.B.A., FMU, Summa Cum Laude
B.S. in Biological Sciences, Florida State University

Licenses & Certifications:

U.S. Army Corps of Engineers Wetland Delineator
Florida Unified Mitigation Methodology Course
Qualified Stormwater Management Inspector
Prescribed Burner
Authorized Gopher Tortoise Agent (No. GTA-09-00145)
LEED Accredited Professional

Key Skills / Qualifications:

- Project Management
- Ecological Assessments
- Environmental Permitting
- Mitigation Program Design
- Wetland Delineation
- Land Management
- Consumptive Use Permitting
- Functional Assessments
- Water Quality Monitoring
- Wildlife Assessment, Management, & Permitting

Overview: Mrs. Daly serves CPH as principal environmental scientist. She has 29 years of environmental consulting experience with project management, environmental resource assessments, wetland delineation, permitting, mitigation design and implementation, land management, habitat mapping, jurisdictional determinations, wetland functional analyses, protected wildlife surveys and management programs, field survey design and habitat restoration, tortoise surveys, permitting and relocation including commensal species. Mrs. Daly has served as an expert witness on various environmental matters for condemnation proceedings.

1. CITY OF WILDWOOD – MILLENNIUM PARK MASTER PLANNING AND PHASES 1 & 2 DEVELOPMENT - Vision and Master Plan

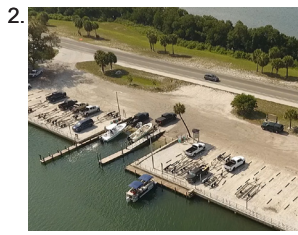
Update for 90+ Acre Park to include new amenities and recreational programming as well as optimization for the user experience. 5 and 10 Year Capital Plan Development for Implementation. CPH is working with the City team on theas of the park development. Phases 1 and 2 consist of designing the internal roadway network, parking, trails, softball and soccer fields, covered basketball courts building design (Airtorium), tennis courts, racquetball courts, food truck parking, and utility and drainage improvements.

2. LAKE DEATON PARK – CONCEPT MASTER SITE PLAN, NEW WATER LAUNCH, GRASS PARKING IMPROVEMENTS AND STORMWATER/FLOODING EVALUATION - Project scope included

data collection, design, and permitting of proposed improvements within Lake Deaton Park. CPH attended workshops with the City of Wildwood Park & Recreation Manager to generate few concept site plans to finally generate a Master Site Plan for the overall park development. The improvements and analysis identified included a new floating water launch (for kayaks, canoes, dragon boats, etc.) west of the existing pier with the associated sidewalk and boardwalk connection (parcel # G15-045). In addition, the scope included grassed parking area and an area to accommodate a pre-fabricated bathroom building with associated utility connections within parcel # G15-035, and performing a stormwater evaluation along the west side of Parcel # G15-009 to propose enhancements to prevent reported flooding during low-intensity storm events.

3. SOUTHWEST REGIONAL WASTEWATER RECLAMATION FACILITY NUTRIENT REDUCTION AND EXPANSION PROJECT

- Professional engineering services for the planning, design, permitting and construction engineering, inspection, and management (CEIM) for the BNR Improvements and Facility Expansion of the SW Regional WRF and expansion to 2.7 MGD AADF (3 treatment trains, primary, secondary and tertiary improvements, aeration systems, electrical/controls/instrumentation, etc.)



DAVID A. LANDERS
ENVIRONMENTAL SCIENTIST

Years of Experience: 28

Education:

B.S. in Zoology, University of South Florida
B.A. in Russian, University of South Florida

Licenses & Certifications:

Qualified Stormwater Management Inspector
FDOT Certified, Water Quality Impact Evaluator
Prescribed Fire Course
SSI Advanced Open Water SCUBA Diver
ISA Certified Arborist
Authorized Gopher Tortoise Agent (No. GTA-15-00035A)
Qualified Stormwater Management Inspector

Key Skills / Qualifications:

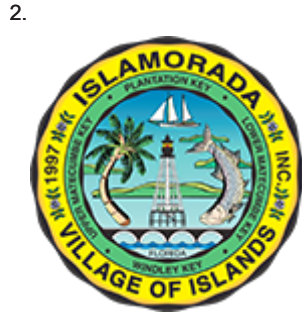
- Wetland Delineation
- Wildlife Surveys
- Ecological Assessments
- Environmental Permitting
- Habitat Mapping
- Environmental Support for Transportation Projects
- Environmental Support for Design-Build and Construction Projects

Overview: Mr. Landers serves the firm of CPH as Environmental Scientist. As a scientist for more than 28 years, he has extensive experience in managing and conducting biological assessments and related studies. These efforts have typically involved projects requiring Dredge and Fill, Environmental Resource Permits, consent to use sovereign submerged lands, and applications of the Endangered Species Act. Mr. Landers has extensive experience in the environmental aspects of transportation planning, final design and design-build projects.

1. PALM COAST WATER TREATMENT PLANT NO. 3 - Design, permitting, SRF Loan assistance and construction engineering and inspection (CEI) services for the new Palm Coast WTP No. 3 (advanced water treatment system). The improvements were design to construct an initial 3.0 MGD AADF facility that was to be easily expanded to 9.0 MGD AADF and consisted of the following infrastructure: (1) membrane treatment system (LPRO) to treat the confined surficial aquifer water; (2) membrane treatment facility building; (3) preliminary treatment infrastructure; (4) raw and treated water pumping systems; (5) chemical storage and feed systems; (6) disinfection system; (7) post membrane treatment systems (degasification, pH adjustment, etc.); (8) ground storage tanks; (9) chemical storage building; (10) Operations building (administrative offices, locker rooms, laboratory, operations room, training rooms, etc.); and (11) electrical, controls, instrumentation, and SCADA system improvements.

2. MANATEE COUNTY- KINGFISH BOAT RAMP - Redevelopment of existing Kingfish Boat Ramp owned and maintained by Manatee County Parks and Natural Resources. The proposed improvements include: replacement/addition of boat ramp single launch lanes, paving of gravel parking lot, reconfiguration of parking area and additional trailer parking spaces, addition of a stormwater management facility, new dock/pile system, and new sea wall. The project is proposed to be completed in two phases. The first phase will consist of parking lot, sea wall/dock, stormwater, and boat ramp improvements within the existing project boundary. The second phase of the project will consist of parking lot improvements that will expand into a new project boundary with additional area provided by FDOT SR64 improvements. Overall, the project is very personal to the local residential and fishing community on the west coast of Florida, with users ranging from Tampa down to North Sarasota. The boat ramp provides excellent access to inshore fishing grounds and the open waters of the Gulf of Mexico (Skyway Bridge), making it the most popular destination for private and charter boats within Manatee County. The redevelopment will substantially increase opportunity for tourism and economic development in the area by providing access to coastal waters for the opportunity of experiencing Florida's iconic sportfishing and wildlife. Innovative techniques used to design the seawall: wave action against seawall, dock, and boat ramp were modeled using computational fluid dynamics and numerical modeling software to determine the necessary reinforcement of the structures.

3. JOE MOODY PARK - Design for reconstruction of a park facility that was damaged due to hurricanes. The new facility includes a new 8,000 SF community center building, a restroom building utilizing a Client provided proto-type, walk/jog track, lighting, playgrounds for ages 2-5 and ages 5-12, landscape and irrigation, tree replacement, hardscape to include benches, trash receptacles, signage, parking improvements, stormwater retention, outdoor fitness areas, redevelopment of the wetland edge including scenic overlook, disk golf course re-establishment, and demolition of the existing boardwalk.



**CHRISTOPHER DEWAAL, P.E., LEED AP
M/E/P ENGINEER**

Years of Experience: 29

Education:

M.E.M. in Engineering Management, Kansas State University
M.S. in Electrical Engineering, Kansas State University
B.S. in Electrical Engineering, Michigan Technological University

Licenses & Certifications:

Professional Engineer - FL (No. 58964)
LEED Accredited Professional

Key Skills / Qualifications:

- Project Management
- Electrical Design
- Electrical study
- Substation and distribution line design and equipment specifications
- SCADA/instrumentation and controls

Overview: Mr. DeWaal has strong experience in the design and development of electrical power distribution systems in commercial, industrial, institutional and utility settings. Most recently his experience has been managing multi-disciplinary engineering/architecture personnel, managing electrical and multi-disciplinary projects from \$50k remodels to \$100M+ greenfield construction. His strengths include strong communication skills with technical staff, construction contractors and owner's representatives. He has a vast knowledge of electrical and safety compliance policies and studies, personnel management and project management.

1. MELCHING FIELD STADIUM RENOVATIONS – DESIGN

CRITERIA PACKAGE - CPH was selected to provide professional services for the creation of the Design Build Criteria Package for the Melching Field Stadium Renovations. CPH's scope for the Design Build Criteria Package will include a report detailing ADA deficiencies, structural analysis of the existing of the bleacher deck, design/build contract requirements, design development drawings and performance specifications. CPH's services for this project include Architectural, Civil, Surveying, Structural, Mechanical, Electrical, Plumbing, Fire Protection and Landscape Architecture.

2. ISLAMORADA, VILLAGE OF ISLANDS – VACUUM PUMP STATION MTS AND FLOOD PROOFING

- Islamorada, Village of Islands has six sanitary sewer Vacuum Pump Stations with existing generator sets to power each station during power outages or emergency scenarios. These generators have automatic transfer switches but have had issues in the past when major storms knock the generators off-line. The Village was awarded a grant to install Manual Transfer Switches (MTS) with portable generator receptacles at each pump station to allow for more operability during emergency scenarios, along with installing flood protection measures at each station. CPH was contracted to perform the design and permitting of the new MTSS at each Vacuum Pump Stations and design of the flood proofing for each building.

3. JOE MOODY PARK - Design for reconstruction of a park facility that was damaged due to hurricanes. The new facility includes a new 8,000 SF community center building, a restroom building utilizing a Client provided proto-type, walk/jog track, lighting, playgrounds for ages 2-5 and ages 5-12, landscape and irrigation, tree replacement, hardscape to include benches, trash receptacles, signage, parking improvements, stormwater retention, outdoor fitness areas, redevelopment of the wetland edge including scenic overlook, disk golf course re-establishment, and demolition of the existing boardwalk.



JEFFREY A. DEAL, P.E.

M/E/P ENGINEER

Years of Experience: 10

Education:

B.S. in Mechanical Engineering, University of Central Florida

Licenses & Certifications:

Professional Engineer - FL (No. 87451)

Key Skills / Qualifications:

- MEP Project Management
- Retail/Office
- Education
- Restaurant
- Industrial/Warehouse
- Chapel/Religious Assembly
- High End Residential
- Government/Police/Fire

Overview: Mr. Deal serves as CPH's Mechanical Engineer for the firm's work in the United States and Puerto Rico. He has experience in HVAC, plumbing, and fire protection. He provides expertise in energy modeling software, cooling load programs, and energy compliance documentation such as FLAcom (Florida) and COMcheck (nationally).

1. LEESBURG AQUATIC COMPLEX - Planning, design, and permitting for the development of a regional aquatic facility. The facility will include an eight (8) lane competition facility designed to USA Swimming standards for high school competitions. The facility also included a recreational pool with interactive play features, zero entry and a "free" swim area that can be utilized for swim education. Along with the recreational pool will be a water slide, shaded areas for party rentals, and shower facilities. The complex included an entry/ticket building, concession building, changing/locker facilities, and mechanical/equipment areas.

2. PASCO COUNTY FACILITIES & MAINTENANCE CENTRAL OFFICE AND WAREHOUSE - The new central office and warehouse located on the Pasco County Land O' Lakes Public Safety Campus is a shared use facility to serve the needs of the Counties Operations and Maintenance (O&M), Construction & Renovation (C&R) and Real Property Planning (RPP) departments. The 20,000 SF facility is organized with a central high-bay warehouse space wrapped on two sides with office and support spaces. Arranged departmentally, the office areas utilize strategies such as open plan "hot desks" and "touch-down" offices to efficiently accommodate the needs of a staff population that are coming and going throughout the day. A two bay dual level loading dock provides safe and effective access for equipment and materials handling and is configured to accommodate a future 10,000 SF EOC warehouse addition.

3. BN HEADQUARTERS BUILDING, TRANSIENT TRAINING DESIGN SNAKE CREEK - CPH is contracted by the Department of Military Affairs to provide full Architecture and Engineering design services for a new building that will be approximately 7,669 square feet and will include administrative spaces, classroom, latrine/shower, vending/breakroom, and vault. Other items integral to the facility are sidewalks, detached sign, utilities: electric, potable water, waste water/sewer, and storm water drainage, information systems, exterior fire protection, site improvements, and anti-terrorism/force protection. These facilities will require utilization of construction materials and equipment offering the greatest degree of maintenance-free longevity and operational energy efficiency.

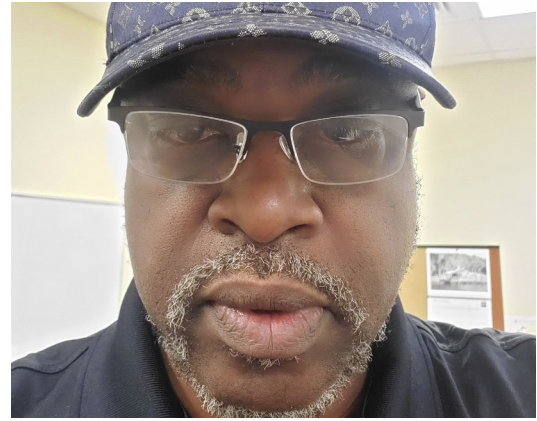
1.



2.



3.



TERRY A. PEARCE

M/E/P ENGINEER

Years of Experience: 40

Education:

Computer Training School
Enrolled in a Mechanical Engineering (MBS) Degree, and Program

Licenses & Certifications:

N/A

Overview: Mr. Pearce is an organized, analytical, and professional individual with vast experience in Electrical & Mechanical Engineering across a variety of sectors. He has exceptional attention to detail, communication skills and vast experience managing projects ensuring that all deliveries are, managed and executed in a timely, safe, and efficient manner. With over 40 years of experience, Mr. Pearce is a capable leader able to build effective relationships at all levels with clients, colleagues, and contractors. He has expertise in building services design, electrical & mechanical engineering, project management and business development.

1. WYNDHAM NASSAU RESORT & CRYSTAL PALACE CASINO - An 867-room deluxe oceanfront resort with its own private swimming lagoon and beach, Wyndham Nassau Resort & Crystal Palace Casino is located halfway between the airport and downtown. Twelve food and beverage outlets, a health club, and meeting facilities will make sure you are properly accommodated. Evening activities abound in one of the Caribbean's largest Casinos. After a day of exploration, explore your spacious room, specifically the enormous bed and the in-room movies. I worked at Abadean Engineering Mechanical & Electrical Engineering Consultant Firm located in Nassau.

2. NIB CLIFFORD DARLING COMPLEX - The National Insurance Building was Designed to House the National Insurance programmed that was established on December 12, 1972, with the signing into law of the National Insurance Act, 1972. The National Insurance Board (NIB), the organization charged with administering the social security programmed, opened its doors officially on October 7, 1974. Its primary mission was and is to provide income-replacement in respect of sickness, invalidity, maternity, retirement, death, industrial injury/disease, and involuntary loss of income. The building is a four-store building. I worked at Abadean Engineering Mechanical & Electrical Engineering Consultant Firm located in Nassau Bahamas who Worked along with Patrick Rahming Architectural Firm to Design this building. We were instrumental in both the Mechanical Electrical & Plumbing (MEP) Design.

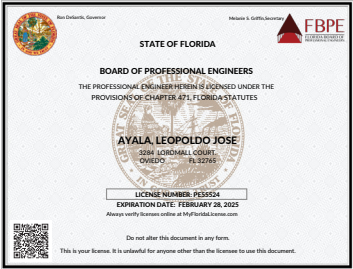
3. COB COLLEGE OF BAHAMAS - The College of the Bahamas was an Existing High School that was converted in to a four year College. Working with Abadean Engineering Mechanical & Electrical Engineering Consultant Firm located in Nassau Bahamas, we work with Patrick Rahming Assoc. Architects to upgrade this to a technical trade College. We were commission to Design the Mechanical Electrical & Plumbing (MEP) Design System for the New Work.

KEY PERSONNEL LICENSES

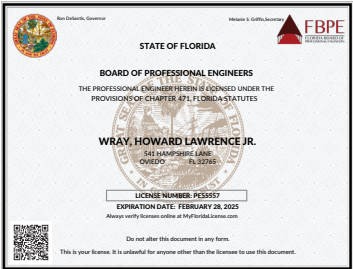
NIKHEL JINDAL, GCC, ASSOC DBIA, ENV SP



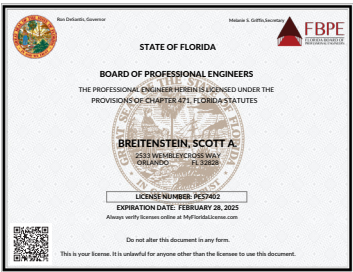
LEOPOLDO J. AYALA, P.E.



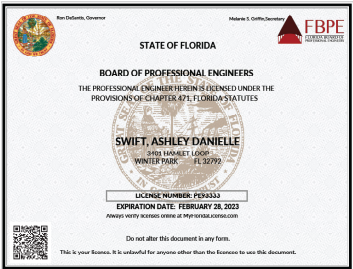
H. LARRY WRAY, P.E.



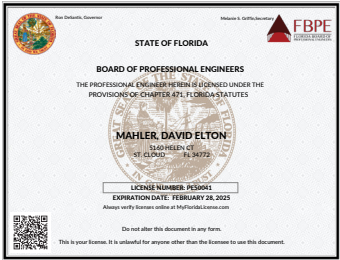
SCOTT A. BREITENSTEIN, P.E.



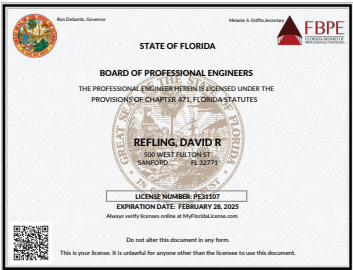
ASHLEY D. SWIFT, P.E.



DAVID E. MAHLER, P.E.



DAVE REFLING, P.E., BCEE

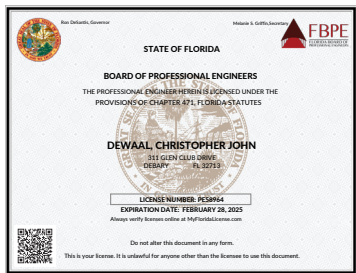


JEREMY C. MORTON, P.E.

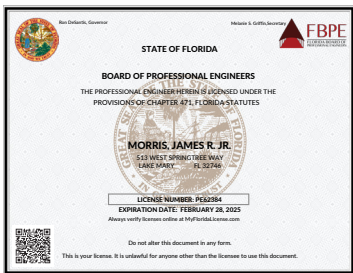
LICENSEE DETAILS

Licensee Information	
Name:	MORTON, JEREMY CRAIG (Primary Name)
Main Address:	601 LONGWOOD MARKHAM RD SANFORD Florida 32771
County:	SEMINOLE
License Information	
License Type:	Professional Engineer
Rank:	Prof Engineer
License Number:	75410
Status:	Current/Active
Licensure Date:	01/12/2013
Expires:	02/28/2025
Special Qualifications	
Qualification Effective	
Civil	01/20/2012
Advanced Building Code Course Credit	12/31/2018

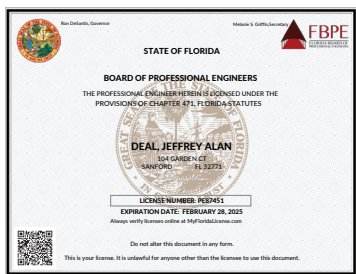
CHRISTOPHER DEWAAL, P.E., LEED AP



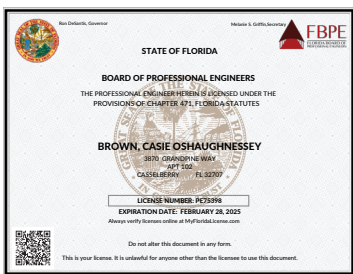
JAMES R. MORRIS, JR., P.E.



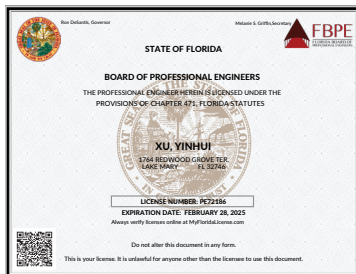
JEFFREY A. DEAL, P.E.



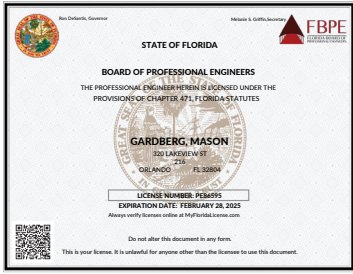
CASIE O. BROWN, P.E.



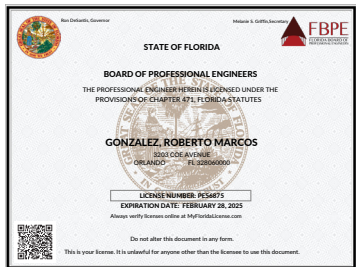
YINHUI (LUCIDA) XU, PH.D., P.E., BCEE, ENV SP



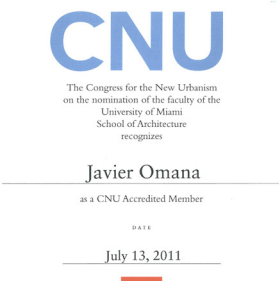
MASON GARDBERG, P.E.



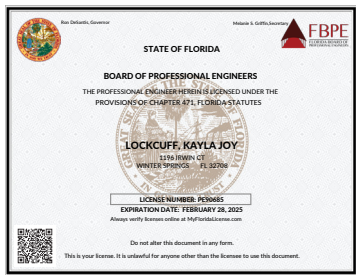
ROBERTO “ROBBIE” GONZALEZ, P.E.



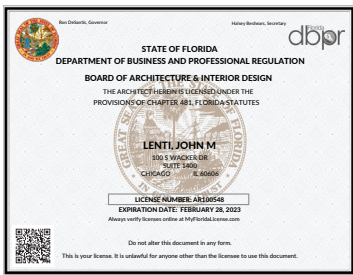
JAVIER E. OMANA, CNA-U



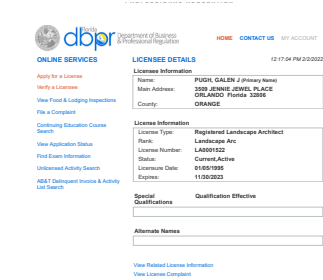
KAYLA LOCKCUFF, P.E.



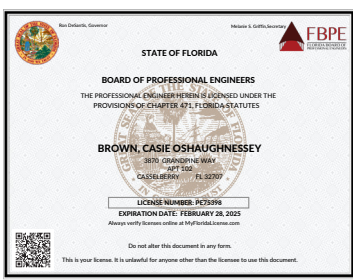
JOHN M. LENTI, AIA, NCARB, ENV SP, LEED AP



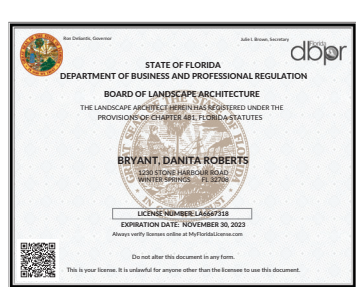
GALEN PUGH, RLA, AICP



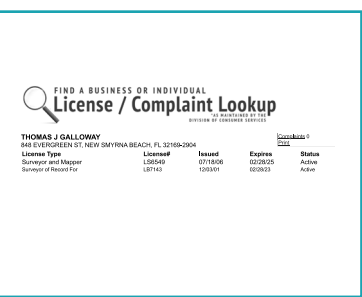
BROOK K. SHERRARD, AIA, NCARB



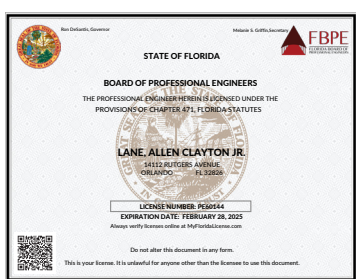
DANITA BRYANT, PLA



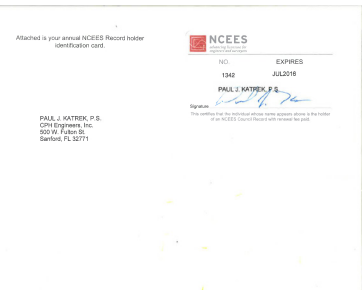
THOMAS J. GALLOWAY, PSM



ALLEN C. LANE, P.E.



PAUL J. KATREK, PSM



DAVID A. LANDERS

Authorized Gopher Tortoise Agent
FLORIDA FISH AND WILDLIFE CONSERVATION COMMISSION
Bureau of Habitat and Species Conservation
Wildlife Diversity Conservation Section
630 South Henderson Street, Mail Station 24
Tallahassee, Florida 32302
(904) 903-1031

Permittee Name: David Landers
Permittee Address: 44 South Washington Blvd, Ste 2
DAVIE, FLORIDA 34424
UNITED STATES

Permit Number: 074-10-001406
Effective Date: August 5, 2021
Expiration Date: May 26, 2022

IS AUTHORIZED TO:

1. Conduct gopher tortoise surveys
2. Supervise habitat excavation of gopher tortoise burrows to capture gopher tortoises

Permittee Signature: *David Landers* Date: *8/5/2021*
Not valid unless signed by a permittee, and the information provided is true, the permit is accurate and complete, and the permittee is not committing any of the prohibited and unlawful acts. Any false statements or misrepresentations when applying for this permit may result in felony charges and will result in revocation of this permit.

Authorized By: Eric Seckinger
Authorizing Signature: *Eric Seckinger* Date: *08/05/2021*
Wildlife Diversity Conservation Section

IS AUTHORIZED TO (Continued):
This permit is in effect as an amendment and supersedes all previous versions. All amended conditions and provisions of the previous permit (change or new items) and indicated in bold text.

PERMIT CONDITIONS AND PROVISIONS:

1. Authorization to conduct the biological activity is dependent upon the collection of gopher tortoise in Florida is subject to the US FWS 502 and 504-22, Florida Administrative Code 9A-2.01, the Gopher Tortoise Permitting Guidelines (April 2009 - **revised July 2020**). Therefore, the Permitting Guidelines 2, and subsequent versions.

MATTHEW CUSHMAN, P.E.

STATE OF FLORIDA
BOARD OF PROFESSIONAL ENGINEERS
THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

CUSHMAN, MATTHEW C
600 WEST PALM CIRCLE
SANFORD, FL 32773

LICENSE NUMBER: PE79150
EXPIRATION DATE: FEBRUARY 28, 2025
Always verify license online at MFLicense.com

Do not alter this document in any form.
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AMY E. DALY, LEED AP

Authorized Gopher Tortoise Agent
FLORIDA FISH AND WILDLIFE CONSERVATION COMMISSION
Bureau of Habitat and Species Conservation
Wildlife Diversity Conservation Section
630 South Henderson Street, Mail Station 24
Tallahassee, Florida 32302
(904) 903-1031

Permittee Name: Amy Daly
Permittee Address: 1111 West 10th Street
DAVIE, FLORIDA 32602
UNITED STATES

Permit Number: 074-10-001406
Effective Date: June 3, 2021
Expiration Date: May 28, 2022

IS AUTHORIZED TO:

1. Conduct gopher tortoise surveys
2. Capture gopher tortoises using bucket traps
3. Capture gopher tortoises using hand shovel excavation of gopher tortoise burrows
4. Mark, transport, and release captured gopher tortoises at suitable sites
5. Supervise habitat excavation of gopher tortoise burrows to capture gopher tortoises
6. Burrow escape

Permittee Signature: *Amy E. Daly* Date: *6/3/2021*
Not valid unless signed by a permittee, and the information provided is true, the permit is accurate and complete, and the permittee is not committing any of the prohibited and unlawful acts. Any false statements or misrepresentations when applying for this permit may result in felony charges and will result in revocation of this permit.

Authorized By: Eric Seckinger
Authorizing Signature: *Eric Seckinger* Date: *06/03/2021*
Wildlife Diversity Conservation Section

IS AUTHORIZED TO (Continued):
This permit is in effect as an amendment and supersedes all previous versions. All amended conditions and provisions of the previous permit (change or new items) and indicated in bold text.

PERMIT CONDITIONS AND PROVISIONS:

KENNETH L. SYMONDS, JR., P.E.

STATE OF FLORIDA
BOARD OF PROFESSIONAL ENGINEERS
THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

SYMONDS, KENNETH LOWELL JR.
891 SUSAN B. BOLT COURT
WINTER GARDEN, FL 32787

LICENSE NUMBER: PE59118
EXPIRATION DATE: FEBRUARY 28, 2025
Always verify license online at MFLicense.com

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KURT R. LUMAN, JR., P.E.

STATE OF FLORIDA
BOARD OF PROFESSIONAL ENGINEERS
THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

LUMAN, KURT RYLE JR.
300 WEST PALM CIRCLE
SANFORD, FL 32773

LICENSE NUMBER: PE20034
EXPIRATION DATE: FEBRUARY 28, 2025
Always verify license online at MFLicense.com

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JEREMY A. SEWELL, P.E.

STATE OF FLORIDA
BOARD OF PROFESSIONAL ENGINEERS
THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

SEWELL, JEREMY ASA
886 WOODCREST WAY
OWEESOO, FL 32065

LICENSE NUMBER: PE24951
EXPIRATION DATE: FEBRUARY 28, 2025
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JOSEPH M. LOFASO, P.E.

STATE OF FLORIDA
BOARD OF PROFESSIONAL ENGINEERS
THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

LOFASO, JOSEPH MICHAEL
2143 INTEGRAL AVE LANE
APARTMENT C155
CALENDAR, FL 32707

LICENSE NUMBER: PE88718
EXPIRATION DATE: FEBRUARY 28, 2025
Always verify license online at MFLicense.com

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GODWIN NNADI, PH.D., P.E.

STATE OF FLORIDA
BOARD OF PROFESSIONAL ENGINEERS
THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES

NNADI, GODWIN NGOZI
13412 SPLASH COURT
ORLANDO, FL 32826-0000

LICENSE NUMBER: PE50637
EXPIRATION DATE: FEBRUARY 28, 2025
Always verify license online at MFLicense.com

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OUTSIDE KEY CONSULTANTS

TAB D – OUTSIDE KEY CONSULTANTS

FORM 2

OUTSIDE KEY CONSULTANTS

If respondent is not a joint venture, list outside key consultants/associates that shall be used for the proposed project. (Form may be reproduced if additional space is necessary.) Include resume of all individuals assigned to this project including projects they have worked on and contact names for each.

Company Name: Tierra, Inc.

Address of office proposed: 591 Susan B. Britt Ct., Winter Garden, FL 34787

Role (i.e.Geotechnical, Environmental, Surveying...)	Projected % of Over-All Work	Name of Individual Assigned	Firm Worked with prime before (Yes or No)
Geotechnical	To Be Determined By Project Need and Assignment	Kenneth L. Symonds, Jr., P.E. Jeremy A. Sewell, P.E.	Yes

Attach resume and projects.

Company Name: NADIC Engineering Services, Inc.

Address of office proposed: 601 N. Hart Blvd., Orlando, FL 32818

Role (i.e.Geotechnical, Environmental, Surveying...)	Projected % of Over-All Work	Name of Individual Assigned	Firm Worked with prime before (Yes or No)
Geotechnical	To Be Determined By Project Need and Assignment	Godwin Nnadi, PhD, P.E.	Yes

Attach resume and projects.

Company Name:

Address of office proposed:

Role (i.e.Geotechnical, Environmental, Surveying...)	Projected % of Over-All Work	Name of Individual Assigned	Firm Worked with prime before (Yes or No)

Attach resume and projects.

Are there any contractual agreements between the respondent (prime consultant) and any of the proposed sub-consultants? ____ yes ____^x no

If the answer is yes, the respondent shall attach, with their submittal, information describing the contractual relationship including a copy of any written contractual agreement.

TIERRA, INC.
Role: GEOTECHNICAL

591 Susan B. Britt Ct.
 Winter Garden, FL 34787

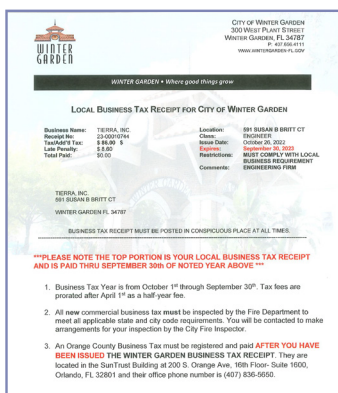


NAME / ROLE / YEARS OF EXPERIENCE	RECENT RELEVANT EXPERIENCE	EDUCATION / LICENSES
KENNETH L. SYMONDS, JR., P.E. SENIOR GEOTECHNICAL ENGINEER 24 YEARS	✓ City of Wildwood WRF Expansion & Improvements, Sumter County, Florida ✓ TOHO Sunbridge Water Treatment Plant Improvements and Expansion, Osceola County, Florida ✓ OUC Lake Nona Boulevard Water Main Extension, Orange County, Florida ✓ Torcaso Park Improvements, City of Winter Springs, Seminole County, Florida	• BS, Env. Engineering, University of Central Florida, 1998 • Florida Professional Engineer, No. 59518 – January 2003 • American Society of Civil Engineers • Florida Engineering Society
JEREMY A. SEWELL, P.E. SENIOR GEOTECHNICAL ENGINEER 23 YEARS	✓ New Lift Station No. 7 – Town of Oakland ✓ Reclaimed Water Main, Montgomery Avenue and White Road – City of Ocoee ✓ Dillard Street Reconstruction – City of Winter Garden Orange City Water Treatment Plant Greensand Filter Improvements – City of Orange City ✓ Orlando Urban Trail Overpass over Colonial Drive (SR 50) and Railroad – City of Orlando	• BS, Civil Engineering, University of Central Florida, 1999 • Florida Professional Engineer, No. 62951 – July 2005 • American Society of Civil Engineers

PROJECTS COMPLETED WITH CPH:

- TOHO Kiosk Facility, Osceola County, Florida
- Torcaso Park Improvements, City of Winter Springs, Seminole County, Florida
- Town of Oakland Lift Station No. 7, Orange County, Florida
- OUC Lake Nona Boulevard Water Main Extension, Orange County, Florida
- OUC Water Main Replacement, Hughey Ave, Division Ave, & Garland Ave, Orange County, Florida
- OUC Water Main Replacement, Delaney Avenue, Orange County, Florida

TIERRA LICENSES:



Summary of Capabilities

Roadway, Corridor and Bridge Studies
Geotechnical Engineering
Project Management
Deep Foundations
Embankment Design
Construction Monitoring
Ground Subsidence Investigations

Years of Experience

With Tierra: 11 Years
With Other Firms: 14 Years

Education

BS, Env. Engineering, University of Central Florida, 1998

Professional Organizations/Registrations

Florida Professional Engineer, No. 59518 – January 2003
American Society of Civil Engineers
Florida Engineering Society

Mr. Symonds has over 25 years of experience in geotechnical engineering for projects throughout all of Florida. He has a wide variety of experience in municipal and commercial facilities, FDOT highway and bridge studies, shallow foundation design, settlement evaluations, retaining wall design, ground subsidence evaluations, and sinkhole remediation. Mr. Symonds' experience also includes the design of deep foundation systems, cross-hole sonic logging (CSL), drilled shaft installation and compaction grouting requirements for deep subsoil improvement.

Mr. Symonds has been the Senior Project Engineer for numerous, commercial and city/county facilities, airports, roadway soil surveys and bridge foundation designs and construction projects.

CITY/COUNTY PROJECT EXPERIENCE

Water & Wastewater Utility Experience

City of Wildwood WRF Expansion & Improvements, Sumter County, Florida
TOHO Sunbridge Water Treatment Plant Improvements and Expansion, Osceola County, Florida
OUC Lake Nona Boulevard Water Main Extension, Orange County, Florida
OUC Water Main Replacement, Hughey Ave, Division Ave, & Garland Ave, Orange County, Florida
OUC Water Main Replacement, North Summerlin Ave to Cherokee Dr, Orange County, Florida
OUC Water Main Replacement, Delaney Avenue, Orange County, Florida
New Wet Well / Lift Station No. 6, City of Oakland, Orange County, Florida
New Wet Well / Lift Station, E. Hull Ave & S. Arrington Ave, City of Oakland, Orange County, Florida
Water Main Extension, Burns Sci-Tech Charter School, Oak Hill, Volusia County, Florida
South Bermuda Water Clarifier Replacement, Osceola County
New Wet Well / Lift Station, Orange County
Coopers Point Water Improvements, Pinellas County

School Facilities

Gymnasium & Classroom Building Addition, Burns Sci-Tech Charter School, Oak Hill, Volusia County, Florida
Orange County Public Schools, Future High School Facility, Site 50-H-SE-2, Innovation Way, Orange County, Florida
New Welcome Center, Masters Academy, 1500 Lukas Lane, Oviedo, Seminole County, Florida
Classroom Additions, Cafeteria & Media Center, Walker Middle School, Orange County, Florida
Classroom Additions, Auditorium, Gymnasium & Media Center, Osceola High School, Osceola County, Florida
Recreation Fields & Track, Osceola School of the Arts, Osceola County, Florida
Classroom Additions, Bus Loop & Additional Parking, Highlands Elementary School, Osceola County, Florida
Bus Facility Improvements, Horizons Middle School, Osceola County, Florida
Gymnasium Building, Passport Charter School, Orange County, Florida
Classroom Building Addition, Sweetwater Elementary School, Volusia County, Florida
Gymnasium Building, Red Bug Elementary School, Seminole County, Florida
Classroom Buildings, Hunters Creek Elementary School, Orange County, Florida



Summary of Capabilities

Roadway, Corridor and Bridge Studies
Geotechnical Engineering
Project Management
Deep Foundation Evaluation
Embankment Design
Land Subsidence Investigations

Years of Experience

With Tierra: 10 Years
With other Firms: 13 Years

Education

BS, Civil Engineering, University of Central Florida,
1999

Professional Organizations/Registrations

Florida Professional Engineer, No. 62951 – July 2005
American Society of Civil Engineers

Mr. Sewell has over 23 years of experience in geotechnical engineering for projects throughout Florida, Texas and Georgia. The projects that Mr. Sewell has been involved with have ranged from roadway and bridge design and construction to embankment design and subsidence investigation.

He has a wide variety of experience on FDOT highway and bridge studies, shallow foundation design, settlement evaluations, retaining wall design, sinkhole remedial repair, and ground subsidence evaluations throughout Florida. Mr. Sewell's experience also includes the design of deep foundation systems, cross-hole sonic logging (CSL) and compaction grouting requirements for deep subsoil improvement.

Mr. Sewell has been the Project Manager for numerous roadway soil surveys and bridge foundation designs and construction projects.

CITY/COUNTY PROJECT EXPERIENCE

New Lift Station No. 7 – Town of Oakland
Reclaimed Water Main, Montgomery Avenue and White Road – City of Ocoee
Dillard Street Reconstruction – City of Winter Garden
Plant Street Segment 2 Roadway Improvements – City of Winter Garden
Persimmon Avenue Roadway Improvements – City of Sanford
Fort Florida Road Reconstruction – City of DeBary
Orange City Water Treatment Plant Greensand Filter Improvements – City of Orange City
Orlando Urban Trail Overpass over Colonial Drive (SR 50) and Railroad – City of Orlando
Sligh Boulevard and Columbia Street Improvements – City of Orlando
Flagler Beach Fishing Pier – City of Flagler Beach
Avalon Road Improvements from Tilden Road to Marsh Road – Orange County
Villa City Road (CR 565) Safety Improvements – Lake County
Wolf Branch Road and Round Lake Road Intersection Improvements – Lake County
Estes Road and Orange Avenue Intersection Improvements – Lake County
Hooks Street Phase IV-B Retaining Wall Design – Lake County
Wekiva Springs Roadway Improvements – Seminole County
Roberts Channel Bridge Replacement – Seminole County
Ronald Reagan Boulevard and North Street Turn Lane Addition – Seminole County
SR 426/CR 419 from West of SR 434 to West of Oviedo Boulevard – Seminole County
Chapman Road from SR 426 to SR 434 – Seminole County
Cross Seminole Trail from Layer Elementary School to Old Sanford Oviedo Road – Seminole County
East Central Regional Rail Trail Segment 4A Pedestrian Bridges – Volusia County
Amelia Avenue Roadway Improvements – Volusia County
Old Lake Wilson Road Reconstruction – Osceola County
US 192 Landscaping Improvements – Osceola County

NADIC ENGINEERING SERVICES, INC. (NADIC)

Role: GEOTECHNICAL

601 N Hart Boulevard
Orlando, Florida 32818

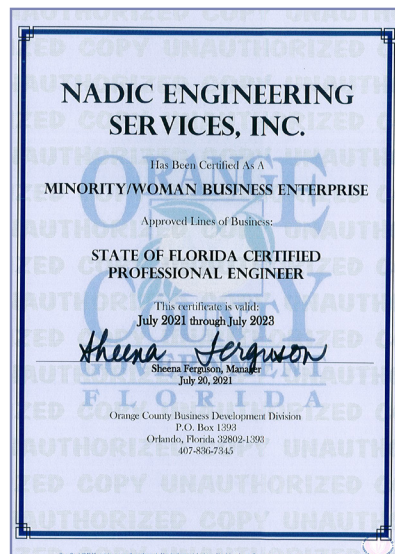


NAME / ROLE / YEARS OF EXPERIENCE	RECENT RELEVANT EXPERIENCE	EDUCATION / LICENSES
GODWIN NNADI, PH.D., P.E. GEOTECHNICAL ENGINEER 41 YEARS	✓ City Hall Pavement Evaluation, City of Wildwood, FL ✓ Bates Avenue Wastewater Treatment Plant Expansion , City of Eustis, FL ✓ Northwest Water Reclamation Facility Rapid Infiltration Basin (RIB), City of Apopka, FL ✓ Alden Road Stormwater Project, City of Orlando, FL	• Ph.D. Civil Engineering (1990) Queens University, Kingston, Canada • M.S. Civil Engineering (1980); Purdue University Lafayette, Indiana • B.S Mining/Geological Eng.(1979); University of Nevada Reno, Nevada • Professional Engineer: #50637, Florida 1996; #90355751, Canada, 1993 - Nigeria, 1985

PROJECTS COMPLETED WITH CPH:

- Northwest Water Reclamation Facility Rapid Infiltration Basin (RIB), City of Apopka, FL
- City Hall Pavement Evaluation, City of Wildwood, FL
- Bithlo Rural Area Water Phase 1 West
- City Of Wildwood Cityhall Coring
- Miccosukee Reservation Residential Roadway And Parcel Lot
- Titusville Signal Improvements Along Hopkins Avenue
- Utility Relocation - Adjustment Project South Of Lake Underhill Road To North Sr
- Iron Bridge Headworks Project, Orlando, Florida
- Initial Construction Georgetown Storm Sewer Upgrades
- 30-Inch Water Main Installation Via Hdd
- Dolgner Place Pavement Reclamation
- Millennium Park – Phase 1 Park Improvements

NADIC LICENSES:



GODWIN NNADI, Ph.D., P.E.



REGISTRATIONS/ AFFILIATIONS

Professional Engineer:

LICENSES/CERTIFICATION

#50637, Florida 1996;
#90355751, Canada, 1993
Nigeria, 1985

EDUCATION

Ph.D. Civil Engineering (1990)
Queens University, Kingston,
Canada

M.S. Civil Engineering (1980);
Purdue University
Lafayette, Indiana

B.S Mining/Geological Eng.
(1979);
University of Nevada
Reno, Nevada

EXPERIENCE

41 years

PUBLICATIONS

Nnadi, G.N., I. Kinnear, J.D. Hussin & S. Flood, 2001. ***A Case Study of Ground Improvement for a Major Power Plant*** in Jacksonville, Florida. Proc. of a Specialty Conference: Foundations and Ground Improv. Blacksburg, Virginia, June 9-13.

PROFESSIONAL PROFILE

Dr. Nnadi directs and manages NADIC's operations throughout Florida. He has more than 41 years of experience from geotechnical and geo-environmental engineering applications to various areas such as civil, transportation, industrial and environmental systems. He has authored and co-authored over 14 publications and was an adjunct professor at University of Central Florida.

PROJECT EXPERIENCE

City Hall Pavement Evaluation, City of Wildwood, FL

The project consisted of cracked concrete floor in the City Council Chamber room of City Hall. A ground penetrating radar (GPR) scan of the room, coring of the slab in 3 locations, Hand auger borings in the core locations, and Dynamic cone penetrometer testing during hand augering was performed to gather additional subsurface information. Responsible for the geotechnical evaluation for this project.

Contact: Mr. Leopoldo J. Ayala, PE (layala@cphcorp.com)

Bates Avenue Wastewater Treatment Plant Expansion, City of Eustis, FL

The project is for design and construction of the third Aeration Tank and a fourth Secondary Clarifier at the Bates Avenue WWTP. A geotechnical evaluation of soil and groundwater conditions at location of proposed Aeration Tank and a fourth Secondary Clarifier were provided. **Contact: Bartt C. Booz, PE (bartt.booz@wright-pierce.com)**

Northwest Water Reclamation Facility Rapid Infiltration Basin (RIB), City of Apopka, FL

Project consists of replacing the existing liners in 15 Rapid Infiltration Basins (RIBs) in the NWRF with HDPE slope liners. This project was located at Northwest Water Reclamation Facility (NWRF) located off of West McCormick Road near Lake Marden and Lake Cora Lee in Apopka, Florida. Responsible for the geotechnical evaluation for this project. **Contact: Kurt Luman, PE (kluman@cphcorp.com)**

Alden Road Stormwater Project, City of Orlando, FL

Project Manager responsible for geotechnical evaluation for project involving investigation and evaluated the soil and ground-water conditions as well as guiding design and construction of French drain installation along Alden Road between Magnolia Avenue and Highland Avenue. **Contact: John Rice, PE (john.rice@rsandh.com)**



LOCATION

TAB E – LOCATION

FORM 3

LOCATION

1. Specify address of Prime Consultant's designated office where the majority of work will be performed: 500 West Fulton Street, Sanford, FL 32771

2. Indicate percentage of total overall project fees projected to be performed by the Prime Consultant's office specified above.

60 %

3. Specify address of Prime Consultant's other office(s) where any part of the work will be performed (if applicable): 1117 E. Robinson St, Orlando, FL 32801

4. Indicate percentage of total overall fees projected to be performed by the office specified above.

40 %

CPH has ten (10) offices in the State of Florida with support of approximately 305+ personnel throughout the company to assist in the projects for the City of Wildwood. The City will have the direct commitment of the CPH Sanford Office, located at 500 W. Fulton Street, Sanford, FL 32771. The CPH Sanford office is staffed with employees that include registered personnel, administrative staff, and owners of the firm to accomplish the projects on time and within budget.

OFFICE LOCATION	APPROXIMATE DISTANCE FROM CITY OFFICES
CPH Sanford	53 Miles (1 Hour and 5 Minutes)
CPH Orlando	51 Miles (50 Minutes)



CITY OF WILDWOOD
100 N. MAIN STREET
WILDWOOD, FL 34785

CPH SANFORD
500 W. FULTON ST.
SANFORD, FL 32771

CPH ORLANDO
1117 EAST ROBINSON
STREET ORLANDO, FL 32801

EXPERIENCE WORKING UNDER CONTINUING CONTRACTS

CPH has extensive experience working for clients under Continuing or Master Services Contracts. In fact, CPH has been providing the City of Wildwood services under a similar continuing services contract. We have been available to assist the City regardless of task order size, length, or requirements. Our team has mobilized for emergency assessments, provided careful planning to assist the City in creating thoughtful master plans that lower the City's capital outlay, and acted as an extension of City staff. Our goal remains the same, to provide a service that lowers your effort and provides the City a team that has the necessary resources and capabilities. This type of service contract is the "bread and butter" of CPH's work.

Client	Project / Brief Description
ORANGE COUNTY UTILITIES (SINCE 1985) Mark Ikeler, P.E., Chief Engineer 9150 Curry Ford Road, Orlando, FL 32825 Phone: 407.254.9705, Fax: 407.254.9999 Email: Mark.Ikeler@ocfl.net	- SSA-ESA 36" Water Main and 24" Reclaimed Water Main & J. Lawson Repump Station Project Seven (7) Miles of 36" Water Main & 24" Reclaimed Water Main - Orange County – R/R Gravity Wastewater System Improvements and Replacement Package 1 Approx. 2,300 linear feet of gravity sewer from 8-inch to 12-inch, and replacement or rehabilitation of 16 manholes - SR-50 Utility Relocation Project (FDOT JPA) Aproximately 5.5 miles of 8, 12, 16, 20, and 24-inch diameter water main and 7.7 miles of 4, 8, 12, 16, 20, and 30-inch diameter force main
CITY OF OCOEE (SINCE 2009) Stephen Krug, Public Works Director Phone: 407.905.3170 Email: SKrug@ci.ocoee.fl.us	- Bluford Avenue Streetscape, Phase II 3,100 ft. - Ocoee Downtown Streets Redevelopment Varies per project - Blackwood Avenue Streetscape and Roundabout 1,128 LF - SR 50 Station 737+37.82 to Station 903+50 Utilities Relocation 7,500 LF - Blackwood 16" Reclaimed Water Main Extension 1,535 LF
CITY OF SANFORD (SINCE 1958) Art Woodruff, City Mayor Phone: 407-688-5001 E-Mail: Art.woodruff@sanfordfl.gov	- Pump Branch Stormwater Master Plan Ranges 18" to 72" - Oak Avenue Stormwater Pond 3.5 Acres - Historic Goldsboro Boulevard Streetscape 0.70 Miles - Sanford 1st Street Streetscape and Gateway Improvements 0.40 Miles - US 17-92 Riverwalk, Phase II (FDOT LAP) 1.5 Miles - Myrtle Ave. Streetscape 1605 FT
CITY OF DELAND (SINCE 1997) Ray Bahrami, P.E., PMP, CPM, CFM, Deputy Public Services Director/City Engineer Phone: 386.626.7189 Email: Bahramir@deland.org	- Spec Martin Stadium Design Criteria Package 9 Acres - West Georgia Avenue Streetscape and Landscaping Improvements 600 LF - Earl Brown Park 33 Acres - Alabama Avenue Greenway Phase 1 & 2 (FDOT LAP) 1.99 Miles - MLK Recreation Center Master Plan 30,000 SF
CITY OF WILDWOOD (SINCE 2019) Jeremy Hockenbury, Public Works Director Phone: 352.330.1343 x 1402 E-mail: Jhockenbury@wildwood-fl.gov	- Millennium Park Redesign 90+ Acres - Lake Deaton Park – Concept Master Site Plan, New Water Launch, Grass Parking Improvements and Stormwater/Flooding Evaluation 9 AC +/- - Wildwood WRF 6.0 MGD AWT
TOHO WATER AUTHORITY (SINCE 2006) Mr. Edwin Matos, P.E., 951 Martin Luther King Jr. Blvd., Kissimmee, FL 34741 Phone: 407.944.5024 Fax: 407.944.4264 E-Mail: ematos@tohowater.com	- Toho I Gravity Sewer Rehabilitation Replacement Project Phase 2 Approximately 3,400 LF of new 8-inch PVC gravity sewer, 1,850 LF of 8-inch liner, 2,200 LF of 12-inch liner, 650 LF of 15-inch liner, and 1,750 LF of 6-inch water main - Simpson Road 30" Water Main Project 7440 LF - Osceola Parkway Phase II Utility Relocations & Improvements 10,900 LF of 24 -inch potable water

ILLUSTRATIVE WORK

ILLUSTRATIVE WORK

Work by firm best illustrates current qualifications relevant to the RFQ that have been/is being accomplished by personnel that shall be assigned to the City. List no more than ten (10) projects.

<u>Project Name & Location</u> Wildwood WRF - Wildwood, FL		<u>Client's Name & Address</u> City of Wildwood 100 N. Main Street, Wildwood, FL 34785
<u>Project Manager:</u> Benjamin M. Fries		
<u>Completion Date (Actual or Estimated):</u> 2026 (EST)		<u>Client Contact Name, Title, Email Address and Telephone Number:</u> Jason F. McHugh, City Manager Phone: 352.330.1332 Email: jmchugh@wildwood-fl.gov
<u>Consultant Fees (In Thousands)</u>		
Entire Project: \$ TBD	Work for which firm was/is responsible: \$ 2,600	
<u>Scope of Entire Project</u> (Please give quantitative indications wherever possible)		
CPH generated a detailed Conceptual Design Report (CDR) for the improvements required to maintain the existing WRF and develop a plan for the future wastewater and reclaimed water demand in the service area. Due to the knowledge base of the CPH Team, the CDR was completed in an expeditious manner, due to the accelerated growth occurring within the City and local area. The CPH Team evaluated forty-two (42) potential nutrient removal technologies with respect to reducing the nutrient (TN and TP) in the reclaimed water. The CDR identified the recommended long-term nutrient removal system improvements required, short-term/interim improvements to the existing treatment facility, and a conceptual layout of the proposed improvements for a new 6.0 MGD WRF. The CDR was approved by City Staff and the City Commission. Currently CPH is in the design phase for the of the proposed improvement to the existing Wildwood WRF and the new 8.0 MGD BNR AWT WRF. The short-term/interim improvements to the existing Wildwood WRF include the following: (1) modifications to the existing flow equalization basin pump station; (2) conversion of the oxidation ditches from a series to a parallel operational configuration; (3) piping and valving system modifications; (4) resolution of existing hydraulic and operational issues that currently exist at the facility; (5) resolution of wastewater treatment capacity issues; and (6) installation of a new sludge dewatering system. The improvements have been designed and a CMAR contractor is currently on-site commencing construction. The long-term solution involves the construction of a new Advanced Wastewater Treatment (AWT) facility, generating a high-quality reclaimed water that is low in nutrients, on the City-owned property to the west of the existing facility. The proposed improvements include the following: (1) a high efficiency screening system; (2) master lift station; (3) a future grit removal (HeadCell) system; (4) a 5-Stage Bardenpho BNR treatment process; (5) secondary clarification system; (6) a tertiary filtration system (disc filters); (7) a high-level disinfection system; (8) effluent pumping; (9) an aerobic-facultative digestion system; (10) electrical/controls/instrumentation and SCADA improvements; (12) facility buildings; and (13) a looped roadway system. The new AWT BNR WRF will ensure that growth within the City's wastewater management system service area is not limited, will meet current and future regulatory requirements, provides Class I Reliability, and meets BNR and AWT standards. The new BNR AWT WRF will be constructed in a phased-approach to better match growth within the wastewater management system service area and minimize capital expenditures.		

Nature of Firm's Responsibility in Project (Please give quantitative indications wherever possible)

- Feasibility studies and utility master planning
- Programming studies and reports
- Utility coordination and permitting
- Design development and construction documents preparation
- Opinions of probable cost
- Environmental and engineering reports
- Grant assistance
- Conceptual Design Report
- SRF Loan Assistance

Firm's Personnel (Name/Project Assignment) That Worked on the Stated Project that Shall Be Assigned to the City's Project

Nikhel Jindal, GCC, ASSOC. DBIA, ENV SP | Scott A. Breitenstein, P.E. | David E. Mahler, P.E. | Benjamin M. Fries | Dave Refling, P.E., BCEE | Daniella K. Tow, E.I. | David A. Gierach, P.E., CGC | Victoria Marochkovich, E.I. | Casie O. Brown, P.E. | James Moulton, E.I. | Thomas J. Galloway, PSM | Paul J. Katrek, PSM | David A. Landers | Amy E. Daly, LEED AP

ILLUSTRATIVE WORK

Work by firm best illustrates current qualifications relevant to the RFQ that have been/is being accomplished by personnel that shall be assigned to the City. List no more than ten (10) projects.

<u>Project Name & Location</u> Millennium Park Master Planning and Phases 1 & 2 Development - Wildwood, FL <u>Project Manager:</u> Leopoldo J. Aayala P.E.		<u>Client's Name & Address</u> City of Wildwood 743 Huey Street Wildwood, FL 34785
<u>Completion Date (Actual or Estimated):</u> 2024 (EST)		
<u>Consultant Fees (In Thousands)</u>		<u>Client Contact Name, Title, Email Address and Telephone Number:</u> Jeremy Hockenbury, Public Works Director, Phone: 352.330.1343 x 1402, Email: Jhockenbury@wildwood-fl.gov
Entire Project: \$ 9,200	Work for which firm was/is responsible: Phase 1 - \$259 Phase 2 - \$398	
<u>Scope of Entire Project</u> (Please give quantitative indications wherever possible) CPH updated the master plan of a regional 90+ acre park. This park currently hosts events and weddings at the on-site center, as well as multiple tournaments at the baseball and soccer/multi-purpose fields. To meet the growing needs of the City, CPH worked to help master plan the park improvements to include new parking, internal roadway system, overlooks/pavilions, trails, and reconfigure fields. As well, the new master plan analyzed the potential for new activities and recreational components for the ultimate build out of the overall 90 acre facility. As part of the master plan, CPH provided a multi-year phasing plan along with a capital improvement plan/budget. CPH is currently under design of the proposed Phases 1 and 2 improvements that include an estimated \$10.5 million towards internal roadway network, parking, trails, softball and soccer fields, covered basketball courts building design (Airtorium), tennis courts, racquetball courts, food truck parking, and utility and drainage improvements.		
<u>Nature of Firm's Responsibility in Project</u> (Please give quantitative indications wherever possible) • Programming studies and reports • Utility coordination and permitting • Design development and construction documents preparation • Bid development and procurement • Specifications and construction phase services for both new and renovation type construction • Opinions of probable cost • Environmental and engineering reports • Roadway engineering		
<u>Firm's Personnel (Name/Project Assignment) That Worked on the Stated Project that Shall Be Assigned to the City's Project</u> Nikhel Jindal, GCC, ASSOC. DBIA, ENV SP Jeremy C. Morton, P.E. Leopoldo J. Ayala, P.E. Tyler Fitzgerald, E.I. H. Larry Wray, P.E. Ashley D. Swift, P.E. Kurt R. Luman, Jr., P.E. Joseph M. Lofaso, Jr., P.E. Galen Pugh, RLA, AICP Danita Bryant, PLA James K. Winter, PLA, CLARB Rodney "Chip" Smith John M. Lenti, AIA, NCARB, ENV SP, LEED AP Brook K. Sherrard, AIA, NCARB Thomas J. Galloway, PSM Paul J. Katrek, PSM David A. Landers Amy E. Daly, LEED AP		

ILLUSTRATIVE WORK

Work by firm best illustrates current qualifications relevant to the RFQ that have been/is being accomplished by personnel that shall be assigned to the City. List no more than ten (10) projects.

<u>Project Name & Location</u> Lake Deaton Park – Concept Master Site Plan, New Water Launch, Grass Parking Improvements and Stormwater/Flooding Evaluation - Wildwood, FL <u>Project Manager:</u> Leopoldo J. Aayala P.E.		<u>Client's Name & Address</u> City of Wildwood 743 Huey Street Wildwood, FL 34785
Completion Date (Actual or Estimated): TBD		<u>Client Contact Name, Title, Email Address and Telephone Number:</u> Jeremy Hockenbury, Public Works Director, Phone: 352.330.1343 x 1402, Email: Jhockenbury@wildwood-fl.gov
<u>Consultant Fees (In Thousands)</u> Entire Project: \$ TBD	Work for which firm was/is responsible: \$80,700	
<u>Scope of Entire Project</u> (Please give quantitative indications wherever possible) Project scope included data collection, design, and permitting of proposed improvements within Lake Deaton Park. CPH attended workshops with the City of Wildwood Park & Recreation Manager to generate few concept site plans to finally generate a Master Site Plan for the overall park development. The improvements and analysis identified included a new floating water launch (for kayaks, canoes, dragon boats, etc.) west of the existing pier with the associated sidewalk and boardwalk connection (parcel # G15-045). In addition, the scope included grassed parking area and an area to accommodate a pre-fabricated bathroom building with associated utility connections within parcel # G15-035, and performing a stormwater evaluation along the west side of Parcel # G15-009 to propose enhancements to prevent reported flooding during low intensity storm events.		
<u>Nature of Firm's Responsibility in Project</u> (Please give quantitative indications wherever possible) • Feasibility studies • Programming studies • Design development and construction documents preparation • Bid development and procurement		
<u>Firm's Personnel (Name/Project Assignment) That Worked on the Stated Project that Shall Be Assigned to the City's Project</u> Nikhel Jindal, GCC, ASSOC. DBIA, ENV SP Leopoldo J. Ayala, P.E. Tyler Fitzgerald, E.I. Thomas J. Galloway, PSM Paul J. Katrek, PSM David A. Landers Amy E. Daly, LEED AP		

ILLUSTRATIVE WORK

Work by firm best illustrates current qualifications relevant to the RFQ that have been/is being accomplished by personnel that shall be assigned to the City. List no more than ten (10) projects.

<u>Project Name & Location</u> Summerlin Avenue Improvement Project – Phase 1- Orlando, FL		<u>Client's Name & Address</u> OUC 6003 Pershing Ave., Orlando, Florida
<u>Project Manager:</u> Casie O. Brown, P.E.		
Completion Date (Actual or Estimated): Ongoing		
<u>Consultant Fees (In Thousands)</u>		<u>Client Contact Name, Title, Email Address and Telephone Number:</u>
Entire Project: \$ TBD	Work for which firm was/is responsible: \$650	Natalie Urick, Phone: 407.434.2847, Email: NUrick@ouc.com
<u>Scope of Entire Project</u> (Please give quantitative indications wherever possible)		
This project is centered around the replacement of the existing OUC sanitary sewer beneath Summerlin Ave. from Marks Street to South Street in the City of Orlando. Due to the impacts of this replacement, the City of Orlando has chosen to also install stormwater culverts and structures within the project limits to alleviate existing drainage issues. Additionally, the entirety of Summerlin Ave. will be reconstructed as part of this project, and the adjoining sidewalks and driveways will be rebuilt as well to bring them up to ADA and City standards. All of these components were supported by detailed, extensive Temporary Traffic Control Plans due to the extent of this project and its impact on the City of Orlando's road network. Furthermore, this project involves work in major state roadways such as State Road 50 (E. Colonial Drive), State Road 526 (Robinson Street), and State Road 408 right-of-way due to impacts to South Street. As such, extensive permitting with FDOT, as well as the St. John's River Water Management District and FDEP, are required for this project. Finally, due to the presence of multiple schools along the project limits, coordination with Orange County is also essential for the successful completion of the project.		
<u>Nature of Firm's Responsibility in Project</u> (Please give quantitative indications wherever possible)		
• Feasibility studies and utility master planning • Programming studies and reports • Utility coordination and permitting • Design development and construction documents preparation • Bid development and procurement • Specifications and construction phase services for both new and renovation type construction • Opinions of probable cost • Environmental and engineering reports • Roadway engineering		
<u>Firm's Personnel (Name/Project Assignment) That Worked on the Stated Project that Shall Be Assigned to the City's Project</u>		
Scott A. Breitenstein, P.E. David E. Mahler, P.E. Eric Ratliff, P.E. Victoria Marochkovich, E.I. James R. Morris, Jr., P.E. Casie O. Brown, P.E. James Moulton, E.I. Mason Gardberg, P.E. Kayla Lockcuff, P.E. Joseph M. Lofaso, Jr., P.E. Matthew Cushman, P.E. Christopher Todd Galen Pugh, RLA, AICP Danita Bryant, PLA James K. Winter, PLA, CLARB Rodney "Chip" Smith Thomas J. Galloway, PSM Paul J. Katrek, PSM David A. Landers Amy E. Daly, LEED AP		

ILLUSTRATIVE WORK

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<u>Project Name & Location</u> Continuing Services Contract - City of Sanford, FL - Since 1958 <u>Project Manager:</u> Varies Per Project		<u>Client's Name & Address</u> City of Sanford P.O. Box 1788, Sanford, FL 32772
<u>Completion Date (Actual or Estimated):</u> Varies Per Project		<u>Client Contact Name, Title, Email Address and Telephone Number:</u> Mayor Art Woodruff, Phone: 407.688.5001, Email: Art.woodruff@sanfordfl.gov
<u>Consultant Fees (In Thousands)</u>		
Entire Project: \$ Varies Per Project	Work for which firm was/is responsible: \$ Varies Per Project	
<u>Scope of Entire Project</u> (Please give quantitative indications wherever possible)		
US 17-92 Riverwalk Phase II and III - Phase II - The FDOT LAP project included 1.5 miles of 10-14 foot wide trail, replacement of 5,500 feet of seawall along Lake Monroe, trail head parking, a prefabricated pedestrian bridge over Mill Creek, hardscaping, landscaping, and lighting. Phase III - CPH provided planning, survey, and design services for a new 1.7 mile, 12 ft. wide trail that was part of a multi-phase project funded through a joint partnership with FDOT. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation. Sanford Main WTP DBP - Planning, design, permitting, and construction services for the water treatment plant upgrades that also included removal and replacement of the existing operations building with a new operations building complete with new pumps and piping, electric and controls, and a new standby generator. Operations and Pumping Building replacement included a new operations center, high service pumping room, electrical equipment room, chemical storage and pumping room, laboratory, reception area, meeting and break room area, staff offices, supporting restrooms, mechanical rooms, stairwell and storage areas. The pumping room consisted of four (4) high service split case centrifugal pumps rated at 3,000 GPM at 204'. As part of the project a new dedicated MCC / Electrical Room was constructed to include new parallel MCC's and instrumentation designed to provide a level of redundancy required to meet Class I reliability. SR 46 Utility Relocations - CPH provided design, permitting, and CEI services for the relocation of existing utilities along a 2.7 mile stretch of SR 46 between Mellonville Ave. and SR 415. The overall project included 10,100-ft of new 12" water main, 675-ft of new 6"-10" water main, 4,200-ft directional drill 12" water main, 8,100-ft of new 6"-8" force main, 900-ft directional drill 6"-8" force main, 1,590-ft of new 10" sanitary sewer and manholes, 2,350-ft of new 20" reclaimed water main, one new Master Meter Assembly, and the removal of approximately 26,900-ft of existing water main, force main, sanitary sewer, and reclaimed water main. Sanford North WRF - Biological Nutrient Removal Expansion (BNR) - The Sanford North WRF generates a high quality reclaimed water and utilizes a seasonal discharge to Lake Monroe/St. Johns River, limited to 1.0 MGD AADF, during periods of wet weather. However, to meet the State of Florida TMDL's for the Sanford segment of the St. Johns River, EPA's Numeric Nutrient Limits and the Wekiva Rule, a "new" Biological Nutrient Removal (BNR) system was required at the Sanford North WRF. The City selected CPH to evaluate the nutrient removal technologies available to meet the low TN (< 3 mg/L) and TP (< 0.6 mg/L) concentrations and recommend a cost-effective, energy-efficient and reliable BNR treatment system to meet these mandated effluent requirements. Based on a preliminary screening process (first-level), criteria weighting (pair-wise) analysis and a final screening process (second-level) of over thirty (30) potential BNR alternatives, the Integrated Fixed-Film Activated Sludge (IFAS) Process, an efficient and automated nutrient removal technology was selected as the "preferred" alternative. The technology is reliable in its ability to meet the stringent TN and TP requirements; is energy-efficient, has the potential to		

reduce electrical costs compared to the current biological treatment system (complete-mix) and could be constructed in the "existing" four aeration basin trains (treatment facility constructed on landfill site and cost of removing trash and bringing in clean fill would have been excessive). The 7.3 MGD IFAS BNR system is currently in the final stages of "phase" construction with two treatment trains operating and two treatment trains under construction. The two "operating" treatment trains were meeting the required effluent TN and TP requirements. CPH has provided all professional engineering services during the design process, bidding services and construction engineering, inspection (full-time) and management services.

The Sanford North WRF IFAS BNR improvements consist of the following infrastructure: (1) new RAS/WAS pumping systems; (2) four treatment trains consisting of primary anoxic basins (2-stage), wastewater step-feed process, aerobic basins, deoxygenation basins, secondary anoxic basins and reaeration basins; (3) Four turbo blowers and aerations systems; (4) chemical and supplemental carbon storage/handling facilities; (5) biosolids system improvements; (6) internal recycle systems; (7) roadway improvements and resurfacing; (8) grit removal system improvements; (9) stormwater system improvements; (10) security system improvements; and (11) various buildings.

Nature of Firm's Responsibility in Project (Please give quantitative indications wherever possible)

Feasibility studies and utility master planning, Programming studies and reports, Utility coordination and permitting, Design development and construction documents preparation, Bid development and procurement, Specifications and construction phase services for both new and renovation type construction, Opinions of probable cost, Environmental and engineering reports, Roadway engineering, Engineering: Development Review Services, Grant assistance, Inspections

Firm's Personnel (Name/Project Assignment) That Worked on the Stated Project that Shall Be Assigned to the City's Project

Nikhel Jindal, GCC, ASSOC. DBIA, ENV SP | David E. Mahler, P.E. | Benjamin M. Fries | Dave Refling, P.E., BCEE | Daniella K. Tow, E.I. | David A. Gierach, P.E., CGC | Yinhui (Lucida) Xu, Ph.D., P.E., BCEE, ENV SP | Roberto "Robbie" Gonzalez, P.E. | Mason Gardberg, P.E. | Jeremy C. Morton, P.E. | Leopoldo J. Ayala, P.E. | Tyler Fitzgerald, E.I. | H. Larry Wray, P.E. | Ashley D. Swift, P.E. | Kurt R. Luman, Jr., P.E. | Joseph M. Lofaso, Jr., P.E. | Matthew Cushman, P.E. | Christopher Todd | Galen Pugh, RLA, AICP | Danita Bryant, PLA | James K. Winter, PLA, CLARB | Rodney "Chip" Smith | Brook K. Sherrard, AIA, NCARB | Thomas J. Galloway, PSM | Paul J. Katrek, PSM | David A. Landers | Amy E. Daly, LEED AP

ILLUSTRATIVE WORK

Work by firm best illustrates current qualifications relevant to the RFQ that have been/is being accomplished by personnel that shall be assigned to the City. List no more than ten (10) projects.

<u>Project Name & Location</u> Continuing Services Contract - City of Palm Coast, FL - Since 1998 <u>Project Manager:</u> Varies Per Project		<u>Client's Name & Address</u> City of Palm Coast 160 Lake Avenue, Palm Coast, FL 32164
<u>Completion Date (Actual or Estimated):</u> Varies Per Project		<u>Client Contact Name, Title, Email Address and Telephone Number:</u> Steve Flanagan, Utility Director, Phone: 386.986.2354 Email: sflanagan@palmcoastgov.com
<u>Consultant Fees (In Thousands)</u> Entire Project: Work for which firm was/is responsible: \$ Varies Per Project \$ Varies Per Project		
<u>Scope of Entire Project</u> (Please give quantitative indications wherever possible)		
Palm Coast WWTP No. 2 - MBR BNR Project - Planning, design, permitting and construction engineering, inspection, and management (CEIM) of a new 2.0 MGD MBR/BNR treatment facility, expandable to 6.0 MGD. The new BNR facility utilizes the MBR process in conjunction with anaerobic, pre-anoxic, nitrification and post-anoxic biological processes to achieve AWT standards. The MBR process requires a much smaller footprint than that of a conventional 5-stage BNR process; a single MBR process tank replaces the re-aeration, secondary clarifier, and tertiary filtration processes. K Section Drainage Conveyance Analysis - Develop construction plans for the upsizing of stormwater conveyances at four sites located in the K-Section within the City. Updated the existing ICPR model based on all of the collected information. Prepared a design for each of the four (4) culvert replacement sites based on the K-section stormwater analysis, including: Site 1. Replace existing dual 52-inch by 77-inch ECMP cross-drains under Kalamazoo Trail with one (1) 6-foot tall by 12-foot wide CBC; Site 2. Replace existing dual 52-inch by 77-inch ECMP cross-drains under Kankakee Trail by Kankakee Lake with two (2) 6-foot tall by 8-foot wide CBC's; Site3. Replace existing dual 52-inch by 77-inch ECMP cross-drains under Kansas Path with two (2) 6-foot tall by 10-foot wide CBC's; and Site 4. Replace existing dual 52-inch by 77-inch ECMP cross-drains under Kankakee Trail by Kaffir Lilly Lake with two (2) 6-foot tall by 1-foot wide CBC's. Citation Parkway Improvements - CPH is providing design for the improvements along Citation Parkway and a portion of Sesame Boulevard. The project area is approximately 0.3 miles long. The project includes extension of Sesame Boulevard to Seminole Woods Boulevard by elimination of the intersection at Citation Parkway and Sesame Boulevard, replacement of the deficient culvert/bridge on Sesame Boulevard, Intersection improvements at Citation Parkway and Seminole Woods Boulevard to include the addition of a left turn and a right turn lane, Intersection improvements at Citation Parkway and Universal Trail, including the addition of a left turn lane, Drainage and utility design, Multi-use path/passive linear park along the south side of Sesame Boulevard, and a temporary pedestrian crossing and path from Sesame Boulevard to Seminole Woods Boulevard. Lehigh Trail Trailhead - CPH performed a detailed field review of the site with the City to assess the proposed parking and trailhead improvements. CPH prepared preliminary layouts of the improvements, detailing the parking, trail access, stormwater improvements, utility connections, and other associated elements of the project. CPH assisted the City in coordinating with FPL for the proposed improvements, which fall within the FPL easement. Palm Coast Water Treatment Plant No. 3 - CPH, Inc. was selected by the City of Palm Coast and provided the design, permitting, SRF Loan assistance and construction engineering and inspection (CEI) services for the new Palm Coast WTP No. 3 (advanced water treatment system). The improvements were design to construct an initial 3.0 MGD AADF facility that was to be easily expanded to 9.0 MGD AADF and consisted of the following infrastructure: (1) membrane treatment system (LPRO) to treat the confined surficial aquifer water; (2) membrane treatment facility building; (3) preliminary		

treatment infrastructure; (4) raw and treated water pumping systems; (5) chemical storage and feed systems; (6) disinfection system; (7) post membrane treatment systems (degasification, pH adjustment, etc.); (8) ground storage tanks; (9) chemical storage building; (10) Operations building (administrative offices, locker rooms, laboratory, operations room, training rooms, etc.); and (11) electrical, controls, instrumentation, and SCADA system improvements. The treatment facility site was also master-planned to accommodate a future water reclamation facility with the operations building design to handle both the water treatment and wastewater treatment operations.

Nature of Firm's Responsibility in Project (Please give quantitative indications wherever possible)

Feasibility studies and utility master planning, Programming studies and reports, Utility coordination and permitting, Design development and construction documents preparation, Bid development and procurement, Specifications and construction phase services for both new and renovation type construction, Opinions of probable cost, Environmental and engineering reports, Roadway engineering, Engineering: Development Review Services, Grant assistance, Inspections

Firm's Personnel (Name/Project Assignment) That Worked on the Stated Project that Shall Be Assigned to the City's Project

Nikhel Jindal, GCC, ASSOC. DBIA, ENV SP | David E. Mahler, P.E. | Benjamin M. Fries | Dave Refling, P.E., BCEE | Daniella K. Tow, E.I. | David A. Gierach, P.E., CGC | Yinhui (Lucida) Xu, Ph.D., P.E., BCEE, ENV SP | Roberto "Robbie" Gonzalez, P.E. | Mason Gardberg, P.E. | Kurt R. Luman, Jr., P.E. | Joseph M. Lofaso, Jr., P.E. | Matthew Cushman, P.E. | Christopher Todd | Galen Pugh, RLA, AICP | Danita Bryant, PLA | James K. Winter, PLA, CLARB | Rodney "Chip" Smith | Thomas J. Galloway, PSM | Paul J. Katrek, PSM | David A. Landers | Amy E. Daly, LEED AP

ILLUSTRATIVE WORK

Work by firm best illustrates current qualifications relevant to the RFQ that have been/is being accomplished by personnel that shall be assigned to the City. List no more than ten (10) projects.

<u>Project Name & Location</u> Continuing Services Contract - City of Ocoee, FL - Since 2009		<u>Client's Name & Address</u> City of Ocoee 1 North Bluford Avenue, Ocoee, FL 34761
<u>Project Manager:</u> Varies Per Project		
Completion Date (Actual or Estimated): Varies Per Project		
<u>Consultant Fees (In Thousands)</u>		<u>Client Contact Name, Title, Email Address and Telephone Number:</u>
Entire Project:	Work for which firm was/is responsible:	Stephen Krug, Public Works Director, Phone: 407.905.3170, Email: skrug@ci.ocoe.fl.us
\$ Varies Per Project	\$ Varies Per Project	
<u>Scope of Entire Project</u> (Please give quantitative indications wherever possible)		
Bluford Avenue Streetscape Phase II - This portion included a 3,000 ft. long segment of Bluford Ave. in the heart of the City of Ocoee. The project was a joint utility improvement and roadway project and was administered as a "construction management at risk" project. CPH provided roadway and landscape architecture services, contracted as a sub-consultant to BFA, Inc., the City's prime Utility consultant. The project included the reconstruction of the roadway following the completion of the water main, gravity sewer, and reclaimed water main installations. Blackwood Avenue Streetscape and Roundabout - This is a 1,128 LF Streetscape Project. Single Lane Roundabout to resolve sight line issues at a complex geometry intersection. Includes roadway, landscape, and hardscape elements. Integral part of the City of Ocoee's overall regional effort in the SR-50 West District. Plans drawn to replace existing 5 ft. concrete sidewalks along Blackwood Avenue with new 10 ft. brick paver sidewalks large enough to fit tree planter boxes between the back of curb and the walking space. Ocoee Downtown Streets Redevelopment - Civil engineering and landscape architecture to design four local streets associated with the City of Ocoee Downtown Redevelopment. The Oakland Avenue project consists of a complete reconstruction to develop a two-lane divided roadway, with a multi-use trail in the median, parallel parking, and wide sidewalks. The Taylor Street project includes a multi-use trail along the east side, connecting to the Oakland Avenue multi-use trail. Taylor Street also includes two roundabouts which are the gateways into Downtown: one at the Franklin Street intersection, with the other at the McKey Street intersection. Kissimmee Avenue includes realignment to the west to attain proper clearance from the railroad and a new stormwater management pond. Blackwood 16" Reclaimed Water Main Extension - The project is located at Blackwood Avenue and SR 50. The project consists of the installation of approximately 1,375 feet of 16-inch ductile iron reclaimed water main plus 160 linear feet of jack and bore of the 16-inch main within a 30-inch steel casing pipe across S.R. 50 and tying into an existing 16-inch reclaimed water main. Work will include new 16" ductile iron pipe, fittings, casing, and testing pipe. The project also consists of removal and replacement of pavement, sidewalk, curb & gutter, sodding and other restoration as may be required. SR 50 Station 737+37.82 to Station 903+50 Utilities Relocation - The project consists of the engineering design services to relocate water and force mains impacted as a result of the FDOT widening plans of SR 50 from SR 429 to Good Homes Road, approximately 3.4 miles in total length. The majority of the project will be constructed as a JPA with the FDOT. The project includes design for the installation or relocation of 7,500 LF of water and sewer force mains ranging in size from 4" to 12". The project includes coordination with the FDOT for hanging utilities on a proposed bridge. All water and sewer services will be identified and connected to the proposed facilities.		

Nature of Firm's Responsibility in Project (Please give quantitative indications wherever possible)

Feasibility studies and utility master planning, Programming studies and reports, Utility coordination and permitting, Design development and construction documents preparation, Bid development and procurement, Specifications and construction phase services for both new and renovation type construction, Opinions of probable cost, Environmental and engineering reports, Roadway engineering, Inspections

Firm's Personnel (Name/Project Assignment) That Worked on the Stated Project that Shall Be Assigned to the City's Project

Nikhel Jindal, GCC, ASSOC. DBIA, ENV SP | Scott A. Breitenstein, P.E. | David E. Mahler, P.E. | Victoria Marochkovich, E.I. | James R. Morris, Jr., P.E. | Casie O. Brown, P.E. | Kayla Sheffield, P.E. | James Moulton, E.I. | Mason Gardberg, P.E. | Kayla Lockcuff, P.E. | Kurt R. Luman, Jr., P.E. | Joseph M. Lofaso, Jr., P.E. | Matthew Cushman, P.E. | Christopher Todd | Galen Pugh, RLA, AICP | Danita Bryant, PLA | James K. Winter, PLA, CLARB | Rodney "Chip" Smith | Thomas J. Galloway, PSM | Paul J. Katrek, PSM | David A. Landers | Amy E. Daly, LEED AP

ILLUSTRATIVE WORK

Work by firm best illustrates current qualifications relevant to the RFQ that have been/is being accomplished by personnel that shall be assigned to the City. List no more than ten (10) projects.

<u>Project Name & Location</u> Continuing Services Contract - Orange County, FL <u>Project Manager:</u> Varies Per Project		<u>Client's Name & Address</u> Orange County 9150 Curry Ford Rd, Orlando, FL 32825
<u>Completion Date (Actual or Estimated):</u> Varies Per Project		<u>Client Contact Name, Title, Email Address and Telephone Number:</u>
<u>Consultant Fees (In Thousands)</u>		
Entire Project: \$ Varies Per Project	Work for which firm was/is responsible: \$ Varies Per Project	Charles "Tad" Parker, P.E., Chief Engineer, Phone: 407.254.9729, Email: Charles.Parker2@ocfl.net
<u>Scope of Entire Project</u> (Please give quantitative indications wherever possible)		
SSA-ESA 36" Water Main and 24" Reclaimed Water Main & J. Lawson Repump Station Project - Preliminary design report, final design, MOT design, survey, environmental assessment, geotechnical investigation, bidding, and construction administration for the connection of the Southern Service Area to the Eastern Service Area with the potable water and reclaimed water system and repump station. The project includes the installation of approximately 7 miles of parallel 36-inch potable water main and 24-inch reclaimed water main from J. Lawson Blvd. to Moss Park Rd. via a combination of directional drill, jack and bore, and open-cut installation. SR 482 Utility Relocation - Adjustment Project (Sand Lake Road from International Drive to Universal Blvd) - The west segment includes the installation of 60 LF of 4-inch force main, 420 LF of 8-inch force main, 1,200 LF of 16-inch force main, 1,350 LF of 24-inch force main, 500 LF of 15" CIPP lining, and a duplex lift station including 18-inch gravity sewer. The east segment includes the installation of 310 LF of 12-inch force main, 6,700 LF of 24-inch force main, 2,650 LF of 36-inch reclaimed water main, 1,400 LF of 36-inch force main via directional drill, and 630 LF of 42-inch force main. Our CPH team provided all preliminary investigations, plan preparation, required FDEP and FDOT permits, and bidding assistance, as well as provided part time construction observation services. Gravity Package 2 - Chickasaw Woods - CPH performed an evaluation of the existing gravity sanitary sewer systems of the Chickasaw Woods subdivision and some outlying neighborhoods. The project included 16,300 LF of 8" CIPP sanitary sewer lining, 1,600 LF of 8" sewer replacement, 2,200 LF of 6" forcemain replacement, replace 7 manholes, seal and recoat 82 manholes, 50 sewer lateral lining or replacements, replacement of 2,500 LF of 4" to 8" water main and the construction of the a new duplex pump station. The project also included roadway replacement due to sewer relocations occurring mostly in paved roadways. CPH also provided construction administration services. Gravity Package 2 - Chickasaw Woods - CPH performed an evaluation of the existing gravity sanitary sewer systems of the Chickasaw Woods subdivision and some outlying neighborhoods. The project included 16,300 LF of 8" CIPP sanitary sewer lining, 1,600 LF of 8" sewer replacement, 2,200 LF of 6" forcemain replacement, replace 7 manholes, seal and recoat 82 manholes, 50 sewer lateral lining or replacements, replacement of 2,500 LF of 4" to 8" water main and the construction of the a new duplex pump station. The project also included roadway replacement due to sewer relocations occurring mostly in paved roadways. CPH also provided construction administration services. Sunflower Master Pump Station- This project consisted of the construction of the new Sunflower Master Pump Station, cast-in-place concrete, six-plex, variable speed, submersible pump Lift Station with odor control and backup emergency power. The station capacity is 10.8 MGD with current configuration of four pumps (one pump is used for a backup). Each pump is 125 Hp with a future capacity of 26 MGD. CPH prepared a study of pumping alternatives and solutions to establish a new lift station to serve a new area being constructed adjacent to the pump station and also act as a re-pump facility for the regional area.		

Nature of Firm's Responsibility in Project (Please give quantitative indications wherever possible)

Feasibility studies and utility master planning, Programming studies and reports, Utility coordination and permitting, Design development and construction documents preparation, Bid development and procurement, Specifications and construction phase services for both new and renovation type construction, Opinions of probable cost, Environmental and engineering reports, Inspections

Firm's Personnel (Name/Project Assignment) That Worked on the Stated Project that Shall Be Assigned to the City's Project

Scott A. Breitenstein, P.E. | David E. Mahler, P.E. | Victoria Marochkovich, E.I. | James R. Morris, Jr., P.E. | Casie O. Brown, P.E. | James Moulton, E.I. | Mason Gardberg, P.E. | Kayla Lockcuff, P.E. | Thomas J. Galloway, PSM | Paul J. Katrek, PSM | David A. Landers | Amy E. Daly, LEED AP

ILLUSTRATIVE WORK

Work by firm best illustrates current qualifications relevant to the RFQ that have been/is being accomplished by personnel that shall be assigned to the City. List no more than ten (10) projects.

<u>Project Name & Location</u> Continuing Services Contract - Toho Water Authority - Kissimmee, FL - Since 2006 <u>Project Manager:</u> Varies Per Project		<u>Client's Name & Address</u> Toho Water Authority 951 Martin Luther King Blvd, Kissimmee, FL 34741
<u>Completion Date (Actual or Estimated):</u> Varies Per Project		<u>Client Contact Name, Title, Email Address and Telephone Number:</u>
<u>Consultant Fees (In Thousands)</u>		Edwin Matos P.E., Project Manager, Phone: 407.944.5024, Email: ematos@tohowater.com
<u>Entire Project:</u> \$ Varies Per Project	<u>Work for which firm was/is responsible:</u> \$ Varies Per Project	
<u>Scope of Entire Project</u> (Please give quantitative indications wherever possible)		
Highlands Gravity Sewer and Water Main Replacement - Replaced approximately 9,500 ft. each of aged gravity sewer and small diameter water main, as well as included a sewer and roadway repair. Over 240 service connections within the projects residential streets that required both new water and sewer connections. Responsible for the reconstruction of existing streets, including construction of stormwater inlets and storm sewers, replacement of sanitary sewers and laterals, installation of new water mains, construction of new concrete curb, and roadway reconstruction. Osceola Parkway 30" Water Main Florida Turnpike Crossing - Final design settled on a single HDD installation as the most practical solution. This HDD installation spanned nearly the entire length of the project with a total length of 1,400 LF and consisted of a 30" PVC carrier pipe and 36" PVC casing. The crossing of the limited access right-of-way controlled by the Florida Turnpike Enterprise required full topographic survey, geotechnical engineering, and utility designation. The project required the Turnpike Utility Permit, FDEP permit, Osceola County Right-of-way permit, and a FDEP ERP for wetland crossing. Given the heavy commercial development on the west side of the Turnpike that impacted the fusing and stinging of the full pipe segment, a design based on intermediate fusion was proposed and successfully installed. CPH provided part-time inspection services during construction. Simpson Road 30" Water Main Project - For this project, TWA needed to extend a 30" water main from their Parkway Water Treatment Plant north along Simpson Road to just south of Boggy Creek Road. This phase of the Project consisted of approximately 5,300 LF of conventionally installed Ductile Iron 30" water main Right of way, 1,080 LF of 30" fusible PVC installed within 1,060 LF of directionally drilled 36" fusible PVC casing pipe across the Florida Turnpike. Lift Station No. 6 Rehabilitation and Reconfiguration - CPH contracted with TWA to design, permit, bidding services, and provide construction administration for the rehabilitation and reconfiguration at TWA's master lift station by reconfiguring and replacing manholes and piping. Lift Station No. 6 is a quadplex pump station with three (3) pumps currently installed. TWA needed to rehabilitate manholes and piping within the Lift Station No. 6 site because of the following reasons: • Deterioration of the existing manhole on the site • Apparent settling of the ground around the deteriorating manholes located prior to entering the wetwell • Frequent pumping of debris from the lift station • Leaking from Pump No. 3 discharge pipe flange and flexible coupling connection Design included approximately 970 lineal feet of force main and gravity main ranging in size from 6-inch to 30-inch and associated manholes were replaced and reconfigured. The yard piping was reconfigured to enter a new 8' x10' collection structure prior to entering the existing wet well.		

Toho Lift Station No. 4P Replacement - This project included the preliminary and final design engineering, permitting services, and construction observation services needed to replace the existing 8 foot wet well with a new 10 foot wet well. The existing wet well was converted into a collection structure that will enter the new wet well via a 16-inch gravity sewer. The design for the proposed duplex lift station included lift station calculations to determine the size of the new pumps based on proposed flow data provided by TWA. Based on calculation an 88 hp pump was selected with a design point of 1,200 gpm at 152 feet of head and the pumps will operate with soft starts. This design point was also used to select a diesel engine operated emergency backup pumps to include on this project. This project also included the design of approximately 300 LF of 10-inch force main along Enterprise Drive, design of approximately 70 LF of 10-inch force main that will connect the existing 10-inch force main to the existing 20-inch force main along Poinciana Blvd, and the replacement of approximately 120 LF of existing 8-inch DIP gravity sewer with new 12-inch PVC sanitary sewer. This project also included coordination for the sketch and description for easement acquisition. CPH provided preliminary site investigations, lift station calculations, made permit determinations, and provided a preliminary design plan options summarizing the needed scope of the replacement work and provided recommendations on the basis for design. Final design plans and specifications were prepared which included recommended project construction and restoration sequences, sewage by-pass requirements, and general design guidelines meeting Toho standards. CPH successfully prepared all permit applications for this project which included wastewater permits from the Florida Department of Environmental Protection and Osceola County Right-of-Way Permit.

Nature of Firm's Responsibility in Project (Please give quantitative indications wherever possible)

Feasibility studies and utility master planning, Programming studies and reports, Utility coordination and permitting, Design development and construction documents preparation, Bid development and procurement, Specifications and construction phase services for both new and renovation type construction, Opinions of probable cost, Environmental and engineering reports, Roadway engineering, Engineering: Development Review Services, Grant assistance, Inspections

Firm's Personnel (Name/Project Assignment) That Worked on the Stated Project that Shall Be Assigned to the City's Project

Scott A. Breitenstein, P.E. | David E. Mahler, P.E. | Victoria Marochkovich, E.I. | James R. Morris, Jr., P.E. | Casie O. Brown, P.E. | James Moulton, E.I. | Mason Gardberg, P.E. | Kayla Lockcuff, P.E. | Thomas J. Galloway, PSM | Paul J. Katrek, PSM | David A. Landers | Amy E. Daly, LEED AP

REFERENCES

TAB G – REFERENCES

CPH has provided the scope of services requested in the City of Wildwood's Request for Qualifications (RFQ) to numerous other clients throughout the State of Florida. For those clients, our proposed team has worked together to deliver successful projects. Some of our recent clients are listed below, with a relevance to the City's scope of services of engineering provided by CPH.

PROJECT NAME	SINCE	RELEVANCE TO SCOPE					
		CIVIL ENGINEERING	ARCHITECTURAL SERVICES	LANDSCAPE ARCHITECTURAL SERVICES	UTILITIES ENGINEERING	TRANSPORTATION PLANNING/ TRAFFIC ENGINEERING	LAND SURVEYING AND GIS MAPPING
CITY OF WILDWOOD	2019	X	X	X	X	X	X
CITY OF LEESBURG	2017	X	X	X		X	X
CITY OF OCOEE	2009	X	X	X	X	X	X
CITY OF DELAND	1997	X	X	X	X	X	X
CITY OF LARGO	2012	X		X	X	X	X
CITY OF PALM COAST	1998	X	X	X	X	X	X
CITY OF ORLANDO	1984	X		X	X	X	X
VOLUSIA COUNTY	1974	X		X	X	X	X
TOHO WATER AUTHORITY	2006	X	X	X	X	X	X
TOWN OF OAKLAND	2014	X	X	X	X	X	X
TOWN OF EATONVILLE	2012	X	X	X	X	X	X
CITY OF PANAMA CITY	2015	X	X	X	X	X	X
BAY COUNTY	2006	X	X	X	X	X	X
CITY OF MOUNT DORA	2001	X	X	X	X	X	X
CITY OF ORANGE CITY	1985	X	X	X	X	X	X
CITY OF LAKE ALFRED	1999	X	X	X	X	X	X

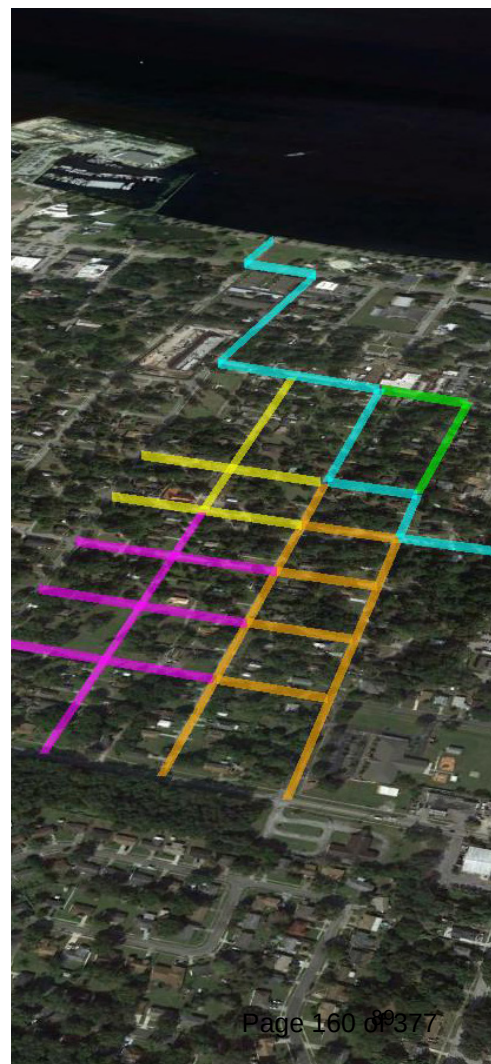
CITY OF SANFORD CONTINUING SERVICES CONTRACT - SANFORD, FL

US 17-92 RIVERWALK, PHASE II - III (FDOT LAP) - Phase II - The FDOT LAP project included 1.5 miles of 10-14 foot wide trail, replacement of 5,500 feet of seawall along Lake Monroe, trail head parking, a prefabricated pedestrian bridge over Mill Creek, hardscaping, landscaping, and lighting. Phase III - CPH provided planning, survey, and design services for a new 1.7 mile, 12 ft. wide trail that was part of a multi-phase project funded through a joint partnership with FDOT. This project followed the complete streets design elements with the provision of a Multi-Use Trail, Roadway safety improvements, Traffic Calming design, Roadway & Trail Lighting, Utility Design, Structural Seawall Design, Drainage Improvements/Design, Irrigation Design, Beautification, Hardscape and Landscape Design, Scenic Overlooks of Lake Monroe, Way-finding Design, Pedestrian Mid-Block Crossings (Rectangular Rapid Flashing Beacons), Traffic Studies, Survey, and Wetland Mitigation. **Cost: \$25.6 Million // Size: 1.5 Miles, 1.7 Miles // Year Completed: 2021**

SANFORD NORTH WRF – BIOLOGICAL NUTRIENT REMOVAL PROJECT (BNR) - Process analysis, modeling and design to evaluate all available nutrient removal technologies to meet the low TN (< 3 mg/L) and TP (< 0.6 mg/L) concentrations mandated by the State of Florida and EPA. Based on a preliminary screening process (first-level), criteria weighting (pair-wise) analysis and a final screening process (second-level), the Integrated Fixed-Film Activated Sludge (IFAS) Process, a highly energy-efficient and automated nutrient removal technology was selected as the “preferred” alternative. The Sanford North WRF IFAS BNR improvements consisted of the following infrastructure: (1) Integrated Fixed-Film Activated Sludge (IFAS) Process BNR Treatment System (4 treatment trains) consisting of primary anoxic basins (2-stage), aerobic basins, deoxygenation basins, secondary anoxic basins, reaeration basins, internal mixed liquor recycle pumping systems, wastewater step-feed process and associated equipment; (2) Turbo blowers (4 units), piping and medium bubble diffusion systems; (3) Submersible mixing systems; (4) Grit removal system modifications; (5) RAS/WAS pumping system improvements; (6) Chemical and supplemental carbon storage/handling facilities; (7) Blower Facility, Electrical Building No. 1 and BNR Chemical Feed Facility Buildings; (8) Master Lift Station improvements; (9) Aerobic digestion system improvements; and (10) Electrical, controls and instrumentation and SCADA system improvements. **Cost: \$12.5 Million // Size: 1.0 MGD AADF // Year Completed: 2020**

GEORGETOWN DRAINAGE IMPROVEMENTS - The historic Georgetown community is one of the City of Sanford's oldest African-American neighborhoods, and as such is of historic significance, signified by its inclusion on the National Register of Historic Places. Unfortunately, Georgetown is a socio-economically disadvantaged community. The project will improve the neighborhood conditions by substantially reducing the frequent flooding the area has endured and will improve the water quality that discharges to Lake Monroe. The project will also decrease stormwater flows to nearby stormwater systems, improving their efficiency in handling high intensity storm events in the downtown area of Sanford. The phase 1 project construction includes over 1,680-ft of new large diameter storm sewer pipe, ranging in size from 54" to 72", construction of new inlets, installation of a new three chamber Nutrient Separating Baffle Box, and construction of two new connections to Lake Monroe at the existing sea wall. The nutrient separating baffle box structure can improve the water quality that discharges into Lake Monroe, which is part of the St. Johns River. CPH provided surveying, environmental, design, and permitting services and assisted the City during the community meeting including developing the slideshow and answering questions posed by residents during the meeting. Design challenges included regrading of streets in order to move stormwater away from existing single family residences and working on determining the best location for the nutrient separating baffle box. CPH also provided structural design for the new connection to the existing sea wall in consideration of the existing Riverwalk trail and sea wall anchors. CPH also assisted the City on its application for EPA State and Tribal Assistance Grants (STAG) through the local congressional representative's office. **Cost: \$3.8 Million // Size: 2.5 Miles // Year Completed: 2022**

Client Reference: City of Sanford, Mayor Art Woodruff, P.O. Box 1788, Sanford, FL 32772-1788, Phone: 407.688.5001, Fax: 407.688.5091, E-Mail: Art.woodruff@sanfordfl.gov



CITY OF DELAND CONTINUING SERVICES CONTRACT - DELAND, FL

DELAND NEW PUBLIC WORKS COMPLEX - CPH provided complete architectural, engineering, survey, and landscape design services as a part of this design-build project. The Public Works building was designed to house divisions that included: Administration, Streets, Forestry/Trees, Urban Beautification, Fleet Maintenance, and Stormwater. The Street division is responsible for the maintenance of all City owned roadways and sidewalks, and utilizes this facility as its headquarters for operations. CPH was responsible for delivery of plans and specification based on a criteria design package provided by the City. CPH teamed with a local general contractor to meet the proposal budget. CPH was on site to assist with inspection, RFIs, submittals, and scheduling throughout the entire construction process. *Cost: \$1.1 Million // Size: 12,800 sq. ft. // Year Completed: 2008*

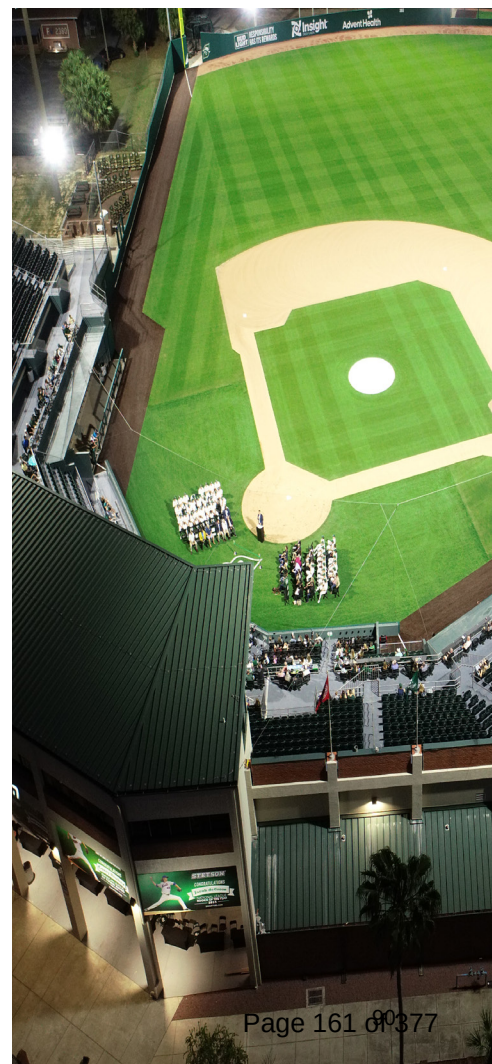
VOORHIS AVENUE COMPLETE STREET - Through the City of DeLand Community Redevelopment Association (CRA), CPH was tasked with analyzing and developing multiple options to incorporate various Complete Street components including: traffic calming elements, multi-modal facilities, on-street parking, pedestrian level and street lighting, and landscape and hardscape elements to revitalize the corridor and promote redevelopment. The project also included collecting topographic survey by means of 3-D laser scan survey techniques, which is not only being used for the design, but also being used to develop true-to-scale graphic images to assist with the Public Involvement phase. *Cost: \$28,855 // Size: 0.3 Miles // Year Completed: 2021*

WEST GEORGIA AVENUE STREETScape AND LANDSCAPING IMPROVEMENTS - CPH worked with the City to develop a vision plan and the creation of a corridor that improved pedestrian connectivity/safety, encouraged economic growth and investments, and created a "festival" street. The roadway was designed with an inverted crowned section sending the stormwater to the center of the street, and Old Castle Adobe concrete pavers were used in a decorative herringbone pattern down the street. The improvements included sidewalk removal and replacement, modification of access drives and ramps for accessibility, design of decorative lighting, roadway rehabilitation, street furniture, signage, decorative pavers and related infrastructure. Landscape architectural services included design of irrigation system and plantings. *Cost: \$548,494 // Size: 600 LF // Year Completed: 2018*

SPERLING SPORTS COMPLEX - CPH provided planning and design for the Sperling Sports Complex Improvements which included a restroom/concession building, prefabricated 2-story press box, additional field lighting, additional bleachers, minor utility improvements, and regrading of the south soccer/football field. Other improvements included overall site grading and pond expansion to address the improvements, permitting, bid phase services, and post design services. *Cost: \$750,000 // Size: 10 Acres // Year Completed: 2021*

MELCHING FIELD STADIUM RENOVATIONS - DESIGN CRITERIA PACKAGE - advertising opportunities. The existing concession stand is being reconfigured and enlarged. CPH was selected to provide professional services for the creation of the Design Build Criteria Package for the Melching Field Stadium Renovations. CPH's scope for the Design Build Criteria Package will include a report detailing ADA deficiencies, structural analysis of the existing of the bleacher deck, design/build contract requirements, design development drawings and performance specifications. CPH's services for this project include Architectural, Civil, Surveying, Structural, Mechanical, Electrical, Plumbing, Fire Protection and Landscape Architecture. Upon completion of the D/B Package, CPH will also assist the owners with delivering this information to the final Design/Build team.. *Cost: \$6.5 Million (Estimated) // Size: 9 Acre NCAA Stadium // Year Completed: 2023*

Client Reference: City of DeLand, Ray Bahrami, P.E., PMP, CPM, CFM, Deputy Public Services Director/City Engineer, 1102 S. Garfield Ave., DeLand, FL 32724, Phone: 386.626.7189, Email: Bahramir@deland.org



CITY OF OCOEE CONTINUING SERVICES CONTRACT - OCOEE, FL

BLUFORD AVENUE STREETScape, PHASE II - This portion included a 3,000-ft.-long segment of Bluford Ave. in the heart of the City of Ocoee. The project was a joint utility improvement and roadway project and was administered as a "construction management at risk" project. CPH provided roadway and landscape architecture services, contracted as a sub-consultant to BFA, Inc., the City's prime Utility consultant. The project included the reconstruction of the roadway following the completion of the water main, gravity sewer, and reclaimed water main installations. *Cost: \$9.86 Million // Size: 0.585 miles / ~3,100 ft // Year Completed: 2019*

BLACKWOOD AVENUE STREETScape AND ROUNDABOUT - This is a 1,128 LF Streetscape Project. Single Lane Roundabout to resolve sight line issues at a complex geometry intersection. Includes roadway, landscape, and hardscape elements. Integral part of the City of Ocoee's overall regional effort in the SR-50 West District. Plans drawn to replace existing 5 ft. concrete sidewalks along Blackwood Avenue with new 10 ft. brick paver sidewalks large enough to fit tree planter boxes between the back of curb and the walking space. *Cost: TBD // Size: 1,128 LF // Year Completed: Ongoing*

OCOEE DOWNTOWN STREETS REDEVELOPMENT - Civil engineering and landscape architecture to design four local streets associated with the City of Ocoee Downtown Redevelopment. The Oakland Avenue project consists of a complete reconstruction to develop a two-lane divided roadway, with a multi-use trail in the median, parallel parking, and wide sidewalks. The Taylor Street project includes a multi-use trail along the east side, connecting to the Oakland Avenue multi-use trail. Taylor Street also includes two roundabouts, which are the gateways into Downtown: one at the Franklin Street intersection, with the other at the McKey Street intersection. Kissimmee Avenue includes realignment to the west to attain proper clearance from the railroad and a new stormwater management pond. *Cost: TBD // Size: 61.5-ft inscribed circle diameter // Year Completed: Ongoing*

BLACKWOOD 16" RECLAIMED WATER MAIN EXTENSION - The project is located at Blackwood Avenue and SR 50. The project consists of the installation of approximately 1,375 feet of 16-inch ductile iron reclaimed water main plus 160 linear feet of jack and bore of the 16-inch main within a 30-inch steel casing pipe across S.R. 50 and tying into an existing 16-inch reclaimed water main. Work will include new 16" ductile iron pipe, fittings, casing, and testing pipe. The project also consists of removal and replacement of pavement, sidewalk, curb & gutter, sodding and other restoration as may be required. *Cost: \$34,314.98 // Size: 1,535 LF // Year Completed: 2010*

SR 50 STATION 737+37.82 TO STATION 903+50 UTILITIES RELOCATION - The project consists of the engineering design services to relocate water and force mains impacted as a result of the FDOT widening plans of SR 50 from SR 429 to Good Homes Road, approximately 3.4 miles in total length. The majority of the project will be constructed as a JPA with the FDOT. The project includes design for the installation or relocation of 7,500 LF of water and sewer force mains ranging in size from 4" to 12". The project includes coordination with the FDOT for hanging utilities on a proposed bridge. All water and sewer services will be identified and connected to the proposed facilities. *Cost: \$1,300,000 // Size: 7,500 LF // Year Completed: 2011*

Client Reference: City of Ocoee, Stephen Krug, Public Works Director, Phone: 407.905.3170, Fax: 407.905.3176, Email: skrug@ci.ocoee.fl.us



CITY OF LEESBURG CONTINUING SERVICES CONTRACT - LEESBURG, FL

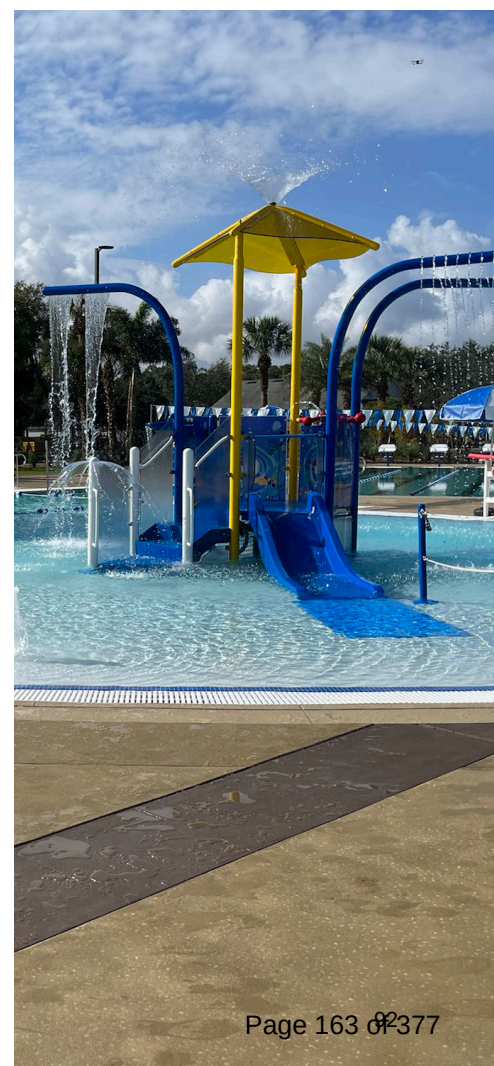
LEESBURG TEEN CENTER - Planning, design, and permitting of a 10,000 SF addition to an existing recreation center. The addition consisted of a Teen Center Multi-use Facility that houses after school programs for youths ages 5-18. The addition also serves as a re-imaging of the main entry into the existing recreation center. *Cost: \$2 Million // Size: 10,000 SF // Year Completed: 2022*

LEESBURG AQUATIC COMPLEX - Planning, design, and permitting for the development of a regional aquatic facility. The facility will include an eight (8) lane competition facility designed to USA Swimming standards for high school competitions. The facility also included a recreational pool with interactive play features, zero entry and a "free" swim area that can be utilized for swim education. Along with the recreational pool will be a water slide, shaded areas for party rentals, and shower facilities. The complex included an entry/ticket building, concession building, changing/locker facilities, and mechanical/equipment areas. *Cost: \$6.2 Million // Size: 4.5 Acres // Year Completed: 2022*

LEESBURG DOWNTOWN STREET IMPLEMENTATION - The roadway improvements for Market Street run from 1st Street to 7th Street in downtown Leesburg. The roadway currently functions as a back alley between the existing mid-20th century low-rise buildings that comprise this portion of downtown. The intent is to turn this into a festival street by converting it to a one-way only road and expanding the existing sidewalks. The street will be curb-less with the sidewalks flush to the edge of pavement so that Market Street becomes completely pedestrian traversable during community events; these are popular here because the road is book-ended by City Hall on one side and the Leesburg Library on the other—both of which include public parks on their grounds. Some landscaping such as planter boxes and limited street trees are also proposed where room permits. The main hardscape element is the replacement of the ad-hoc overhead lighting with a modern "festoon-style" lighting system that will complement the festival aesthetic of the roadway. *Cost: \$428,567.00 (Combined) // Size: 2,159 Feet (Pine Street), 906 Feet (Market Street) // Year Completed: Ongoing*

WEST LEESBURG NEIGHBORHOOD RESOURCE CENTER PROJECT - CPH was commissioned to design a new 9,000 SF Neighborhood Resource Center for the City of Leesburg. CPH is responsible for full design services including survey, civil, landscape, architectural and MEP. The Center will include meeting room spaces for large and small groups, a computer lab, office space for local community service providers, conference rooms for miscellaneous social groups, and a Kitchen / Café facility. Since the City owned additional acreage adjacent to the project, CPH developed a site plan to facilitate the proposed use while maintaining the possibility for future parking and buildings. CPH organized public involvement meetings, in which two key architectural components were identified. The first was to have a community kitchen and café within the building and the second was the need for multifunctional meeting space. Since budget was also a factor, CPH was able to design a café with both indoor and outdoor seating elements while incorporating key infrastructure elements for the commercial kitchen until the equipment could be purchased at a later date. The flexible meeting space was accomplished by designing large meeting rooms with folding partitions to support smaller or larger groups. The end result was a flexible, cost effective, user-friendly neighborhood resource center with the potential for future development when the City needs it. *Cost: \$1,900,000 // Size: 9,000 SF // Year Completed: 2017*

Client Reference: City of Leesburg, Clifford Kelsey, Public Works Director, 501 West Meadow Street, Leesburg, FL 32749, Phone: 352.435.9442 Email: Cliff.Kelsey@leesburgflorida.gov



CITY OF PALM COAST CONTINUING SERVICES CONTRACT - PALM COAST, FL

PALM COAST WATER TREATMENT PLANT NO. 3 - Design, permitting, SRF Loan assistance and construction engineering and inspection (CEI) services for the new Palm Coast WTP No. 3 (advanced water treatment system). The improvements were design to construct an initial 3.0 MGD AADF facility that was to be easily expanded to 9.0 MGD AADF and consisted of the following infrastructure: (1) membrane treatment system (LPRO) to treat the confined surficial aquifer water; (2) membrane treatment facility building; (3) preliminary treatment infrastructure; (4) raw and treated water pumping systems; (5) chemical storage and feed systems; (6) disinfection system; (7) post membrane treatment systems (degasification, pH adjustment, etc.); (8) ground storage tanks; (9) chemical storage building; (10) Operations building (administrative offices, locker rooms, laboratory, operations room, training rooms, etc.); and (11) electrical, controls, instrumentation, and SCADA system improvements. *Cost: \$17,671,911 // Size: 9 MGD // Year Completed: 2008*

PALM COAST WWTP NO. 2 – MBR BNR PROJECT - Planning, design, permitting and construction engineering, inspection, and management (CEIM) of a new 2.0 MGD MBR/BNR treatment facility, expandable to 6.0 MGD. The new BNR facility utilizes the MBR process in conjunction with anaerobic, pre-anoxic, nitrification and post-anoxic biological processes to achieve AWT standards. The MBR process requires a much smaller footprint than that of a conventional 5-stage BNR process; a single MBR process tank replaces the re-aeration, secondary clarifier, and tertiary filtration processes. *Cost: \$43.1 Million // Size: 6.0 MGD // Year Completed: 2018*

K SECTION DRAINAGE CONVEYANCE ANALYSIS - Develop construction plans for the upsizing of stormwater conveyances at four sites located in the K-Section within the City. Updated the existing ICPR model based on all of the collected information. Prepared a design for each of the four (4) culvert replacement sites based on the K-section stormwater analysis, including: Site 1. Replace existing dual 52-inch by 77-inch ECMP cross-drains under Kalamazoo Trail with one (1) 6-feet tall by 12-feet wide CBC; Site 2. Replace existing dual 52-inch by 77-inch ECMP cross-drains under Kankakee Trail by Kankakee Lake with two (2) 6-feet tall by 8-feet wide CBC's; Site3. Replace existing dual 52-inch by 77-inch ECMP cross-drains under Kansas Path with two (2) 6-feet tall by 10-feet wide CBC's; and Site 4. Replace existing dual 52-inch by 77-inch ECMP cross-drains under Kankakee Trail by Kaffir Lilly Lake with two (2) 6-feet tall by 1-feet wide CBC's. *Cost: TBD // Size: dual 52-inch by 77-inch ECMP cross-drains replacement // Year Completed: Ongoing*

CITY OF PALM COAST – LEHIGH TRAIL TRAILHEAD - CPH performed a detailed field review of the site with the City to assess the proposed parking and trailhead improvements. CPH prepared preliminary layouts of the improvements, detailing the parking, trail access, stormwater improvements, utility connections, and other associated elements of the project. CPH assisted the City in coordinating with FPL for the proposed improvements which fall within the FPL easement. *Cost: \$2.3 Million // Size: 14 Acres // Year Completed: 2021*

CITY OF PALM COAST – CITATION PARKWAY IMPROVEMENTS - CPH is providing design for the improvements along Citation Parkway and a portion of Sesame Boulevard. The project area is approximately 0.3 miles long. The project includes extension of Sesame Boulevard to Seminole Woods Boulevard by elimination of the intersection at Citation Parkway and Sesame Boulevard; replacement of the deficient culvert/bridge on Sesame Boulevard; Intersection improvements at Citation Parkway and Seminole Woods Boulevard to include the addition of a left turn and a right turn lane; Intersection improvements at Citation Parkway and Universal Trail, including the addition of a left turn lane; Drainage and utility design; Multi-use path/passive linear park along the south side of Sesame Boulevard; and a temporary pedestrian crossing and path from Sesame Boulevard to Seminole Woods Boulevard. *Cost: \$1,724,870 (EST) // Size: 0.3 Miles // Year Completed: 2021*

Client Reference: City of Palm Coast, Mr. Steve Flanagan, Utility Director, 160 Lake Avenue, Palm Coast, FL 32164, Phone: 386.986.2354, Email: sflanagan@palmcoastgov.com



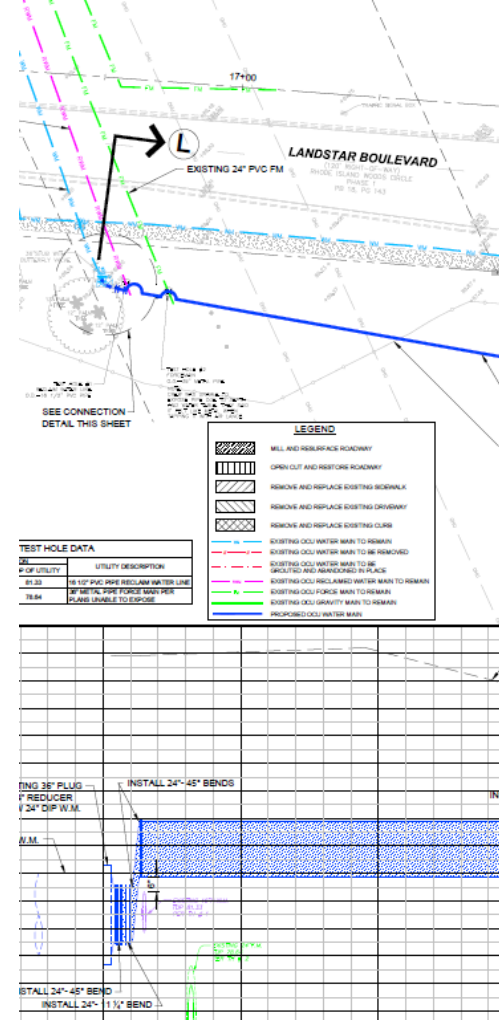
ORANGE COUNTY CONTINUING SERVICES CONTRACT - ORANGE COUNTY, FL

SSA-ESA 36" WATER MAIN AND 24" RECLAIMED WATER MAIN & J. LAWSON REPUMP STATION PROJECT - Preliminary design report, final design, MOT design, survey, environmental assessment, geotechnical investigation, bidding, and construction administration for the connection of the Southern Service Area to the Eastern Service Area with the potable water and reclaimed water system and repump station. The project includes the installation of approximately 7 miles of parallel 36-inch potable water main and 24-inch reclaimed water main from J. Lawson Blvd. to Moss Park Rd. via a combination of directional drill, jack and bore, and open-cut installation. *Cost: \$28 Million // Size: Seven (7) Miles of 36" Water Main & 24" Reclaimed Water Main // Year Completed: 2021*

SR 482 UTILITY RELOCATION - ADJUSTMENT PROJECT (SAND LAKE ROAD FROM INTERNATIONAL DRIVE TO UNIVERSAL BOULEVARD) - The west segment includes the installation of 60 LF of 4-inch force main; 420 LF of 8-inch force main; 1,200 LF of 16-inch force main; 1,350 LF of 24-inch force main; 500 LF of 15" CIPP lining; and a duplex lift station including 18-inch gravity sewer. The east segment includes the installation of 310 LF of 12-inch force main; 6,700 LF of 24-inch force main; 2,650 LF of 36-inch reclaimed water main; 1,400 LF of 36-inch force main via directional drill; and 630 LF of 42-inch force main. Our CPH team provided all preliminary investigations, plan preparation, required FDEP and FDOT permits, and bidding assistance, as well as provided part time construction observation services. *Cost: \$10.376 Million // Size: 15,220 LF // Year Completed: 2019*

GRAVITY PACKAGE 2- CHICKASAW WOODS - CPH performed an evaluation of the existing gravity sanitary sewer systems of the Chickasaw Woods subdivision and some outlying neighborhoods. The project included 16,300 LF of 8" CIPP sanitary sewer lining, 1,600 LF of 8" sewer replacement, 2,200 LF of 6" forcemain replacement, replace 7 manholes, seal and recoat 82 manholes, 50 sewer lateral lining or replacements, replacement of 2,500 LF of 4" to 8" water main and the construction of the a new duplex pump station. The project also included roadway replacement due to sewer relocations occurring mostly in paved roadways. CPH also provided construction administration services. *Cost: \$10.376 Million // Size: 15,220 LF // Year Completed: 2019*

Client Reference: Orange County, Mr. Charles "Tad" Parker, P.E., Chief Engineer, 9150 Curry Ford Rd., Orlando, FL 32825, Phone: 407.254.9729, Email: Charles.Parker2@ocfl.net



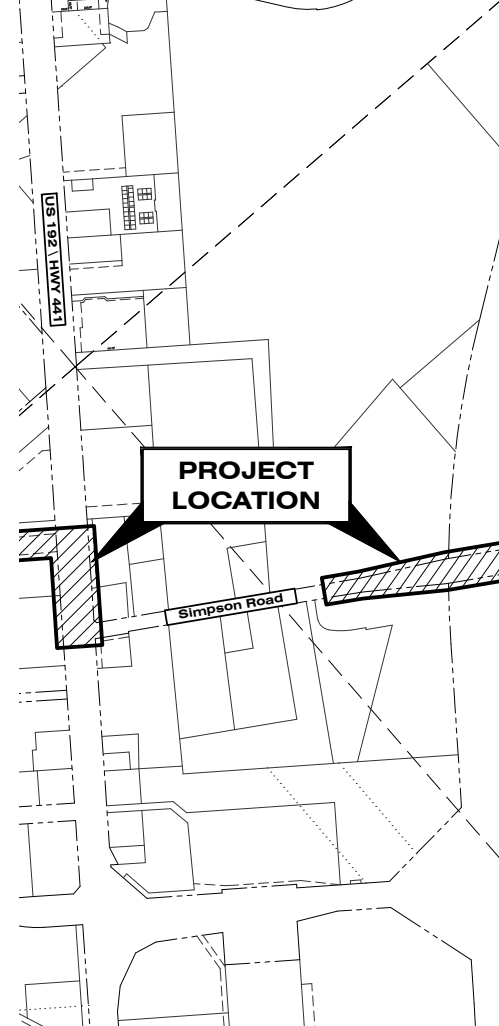
TOHO WATER AUTHORITY CONTINUING SERVICES CONTRACT - KISSIMMEE, FL

HIGHLANDS GRAVITY SEWER AND WATER MAIN REPLACEMENT - Replaced approximately 9,500 ft. each of aged gravity sewer and small diameter water main, as well as included a sewer and roadway repair. Over 240 service connections within the projects residential streets that required both new water and sewer connections. Responsible for the reconstruction of existing streets, including construction of stormwater inlets and storm sewers, replacement of sanitary sewers and laterals, installation of new water mains, construction of new concrete curb, and roadway reconstruction. *Cost: \$2.3 Million // Size: 9,500 LF of gravity sewer and water mains plus 240 residential service connections // Year Completed: 2014*

OSCEOLA PARKWAY 30" WATER MAIN FLORIDA TURNPIKE CROSSING - Final design settled on a single HDD installation as the most practical solution. This HDD installation spanned nearly the entire length of the project with a total length of 1,400 LF and consisted of a 30" PVC carrier pipe and 36" PVC casing. The crossing of the limited access right-of-way controlled by the Florida Turnpike Enterprise required full topographic survey, geotechnical engineering, and utility designation. The project required the Turnpike Utility Permit, FDEP permit, Osceola County Right-of-way permit, and a FDEP ERP for wetland crossing. Given the heavy commercial development on the west side of the Turnpike that impacted the fusing and stinging of the full pipe segment, a design based on intermediate fusion was proposed and successfully installed. CPH provided part-time inspection services during construction. *Cost: \$840,000 // Size: 700 LF of 16" PVC Force main and 540 LF of 30" steel casing // Year Completed: 2013*

SIMPSON ROAD 30" WATER MAIN PROJECT - For this project, TWA needed to extend a 30" water main from their Parkway Water Treatment Plant north along Simpson Road to just south of Boggy Creek Road. This phase of the Project consisted of approximately 5,300 LF of conventionally installed Ductile Iron 30" water main Right of way, 1,080 LF of 30" fusible PVC installed within 1,060 LF of directionally drilled 36" fusible PVC casing pipe across the Florida Turnpike. *Cost: \$2,643,130 // Size: 7440 LF // Year Completed: 2016*

Client Reference: Toho Water Authority, Mr. Edwin Matos P.E., Project Manager, 951 Martin Luther King Blvd, Kissimmee, FL 34741, Phone: 407.944.5024, Fax: 407.343.4264, Email: ematos@tohowater.com



CPH has provided similar services for numerous clients throughout Florida. CPH is the best suited firm to provide services to the City as a direct result of the firm's experience, team's knowledge, local availability, and great working relationships with regulatory agencies. CPH has performed the required services for numerous clients on a continuing basis and has many satisfied clients. We encourage you to contact our continuing clients about the level of professionalism and quality of our firm and project team. A sample of our Clients includes:



CITY OF DELAND

Ray Bahrami, P.E., PMP, CPM, CFM
Director of Engineering/City Engineer
1102 S. Garfield Ave., DeLand, FL
32724
Phone: 386.626.7189,
E-Mail: Bahramir@deland.org



VOLUSIA COUNTY

Mr. Michael Ulrich, Director
123 W. Indiana Avenue
DeLand, FL 32720
Phone: 386.736.5965
E-Mail: mulrich@volusia.org



CITY OF SANFORD

Mayor Art Woodruff
P.O. Box 1788, Sanford, FL 32772-1788
Phone: 407.688.5001
Fax: 407.688.5091
E-Mail: Art.woodruff@sanfordfl.gov



ORANGE COUNTY

Mr. Charles "Tad" Parker, P.E.,
Chief Engineer
9150 Curry Ford Rd., Orlando, FL 32825,
Phone: 407.254.9729
E-Mail: Charles.Parker2@ocfl.net



TOHO WATER AUTHORITY

Mr. Edwin Matos P.E., Project Manager
951 Martin Luther King Blvd,
Kissimmee, FL 34741
Phone: 407.944.5024
Fax: 407.343.4264,
E-Mail: ematos@tohowater.com



CITY OF MELOURNE

Tami Gillen, P.E., Assistant City Engineer
900 E. Strawbridge Avenue,
Melbourne, FL 32901
Phone: 321.608.7311
Email: tami.gillen@mlbfl.org



CITY OF LEESBURG

Clifford Kelsey,
Public Works Director
501 West Meadow Street,
Leesburg, FL 32749
Phone: 352.435.9442
E-Mail: Cliff.Kelsey@leesburgflorida.
gov



ORLANDO SANFORD INTERNATIONAL AIRPORT

George D. Speake, Jr., A.A.E.
Executive Vice President/COO
Airport Security Coordinator,
1200 Red Cleveland Blvd
Sanford, FL 32773
Phone: 407.247.1212
E-Mail: Gspeake@osaa.net



CITY OF PEMBROKE PINES

George Wrvs
8300 S Palm Dr.
Pembroke Pines, FL 33025
Phone: 954.518.9060
E-Mail: gwrves@ppines.com



ORLANDO UTILITIES COMMISSION

Michael J. Amann, Sr. Facilities Coordinator
6025 Pershing Avenue,
Orlando, FL 32822,
Phone: 407.434.2728
E-mail: mamann@ouc.com



CITY OF OCOEE

Stephen Krug, Public Works Director
301 Maguire Road,
Ocoee, Florida 34761
Phone: 407.905.3170
Email: skrug@ci.ocoe.fl.us



CITY OF PALM COAST

Steve Flanagan, Utility Director
160 Lake Avenue,
Palm Coast, FL 32164
Phone: 386.986.2354
E-Mail: sflanagan@palmcoastgov.com



City of DeLand

"The Athens of Florida"

www.deland.org

1102 South Garfield Avenue
DeLand, FL 32724
Telephone: (386) 626-7196
Fax: (386) 736-5366

February 08, 2017

Re: CPH, Inc. Reference DeLand Park- Parks-Trail

To Whom It May Concern:

The City of DeLand has had the pleasure of working with CPH since 1997. We have relied on their assistance for projects and issues specifically involving FDOT since they have a good working relationship with FDOT staff and excellent knowledge of the rules and requirements of that organization. CPH has provided the City with site/civil engineering, transportation engineering, landscape architecture, utility design, structural/mechanical/electrical/plumbing design, architecture, survey, and construction administration. They have played a key role in the planning, design and construction of our greenway/trail system that meanders throughout the City.

CPH provided complete design and post design services for the Alabama Avenue Greenway Phase I and II. CPH was well qualified to design the trail and was highly responsive whenever the City needed their assistance. The project consisted of a Local Agency Program (LAP) project between the Florida Department of Transportation and the City of DeLand. Phase I included a 1.20 miles, 10' - 12' wide asphalt and concrete trail, from the City's Earl Brown Park to the City's Painters Pond. The design phase required reviewing the trail study prepared for FDOT by another engineering company, and modifying the alignment and trail width to fit within the City's existing rights-of-way. Phase 2 consisted of a 0.70 mile extension of the original 1.20 mile trail, extending through Stetson University. Coordination with the Stetson was handled by CPH to ensure the design met the requirements and needs of the University since it coincided with campus sidewalk network.

We also selected CPH to design the DeLand Greenway, North Extension Part A project. This FDOT LAP project will extend the Alabama Ave Greenway Multi-Use Trail approximately 1.30 miles. CPH was responsible for survey, ROW analysis, design, permitting, and obtaining approval of proposed bid documents from FDOT and Volusia County.

Another important project for the City that CPH recently completed was our Earl Brown Park Improvements. This project included site and stormwater design for the Wayne Sanborn Activity Center replacement project (and related parking), parking lot serving Spec Martin Stadium, parallel parking and traffic calming along Alabama Ave., an amphitheater, basketball courts, restroom/concession building, playground area, and a hardscaped entryway feature.

The CPH team has provided very professional service and has the overhead to meet budgets and schedules for our projects. They have been dedicated to the City of DeLand and provide very responsive and quality services. We look forward to working with CPH on ongoing projects and other projects in the future.

Should you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Keith D. Riger", with a stylized flourish at the end.

Keith D. Riger, PE
Public Services Director

KDR/pm



February 22, 2021

RE: CPH, Inc.

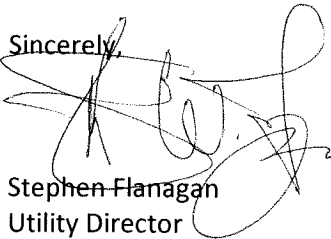
To Whom It May Concern:

The City of Palm Coast has used the services of CPH, Inc. (CPH) since before our incorporation in 1999, and can attest to the firm's high standards for innovative and functional designs, responsive services and a steadfast commitment to quality projects. They have designed both water and wastewater facilities throughout the City and they have provided exceptional project management services for the majority of the City's large-scale utility projects.

CPH completed the design in 2015 for the City of Palm Coast WWTP No. 2. The WWTP No. 2 provides advanced treatment of wastewater (AWT) using the Membrane Bioreactor (MBR) technology. The process includes pre-treatment, flow equalization basins, anaerobic basins, pre-anoxic basins, aeration basins, post anoxic basins, MBR basins, disinfection basins, and sludge dewatering. The plant is rated at an initial capacity of 2.0 MGD expandable to 6.0 MGD. **CPH assisted the City in obtaining a SRF loan of \$30.1 Million at an interest rate of 0.67% for the construction of the WWTF No. 2, the associated sewage force main, and the reclaimed water backup discharge system.** CPH designed and permitted a wetlands discharge system for backup and wet weather disposal under APRICOT along with a regional reclaimed water system serving throughout the City. In addition, CPH is currently providing services to expand the facility to 4.0 MGD. This project has been "fast tracked" by their team and includes funding assistance through the FDEP SRF Program for design and construction.

Through our extensive working relationship with CPH, we have found that they have given us excellent, prompt and timely services with sensitivity to construction budgets and schedules. The City has been pleased with the efforts of CPH in all the projects they have undertaken. I have complete confidence that our experience with CPH is reflective of the level of service and satisfaction others can expect.

Should you like to discuss any of the information above please do not hesitate to contact me.

Sincerely,


Stephen Flanagan
Utility Director
2 Utility Dr.
Palm Coast, FL 32137
Tel: 386-986-2354

October 13, 2022

ACEC – FL
125 South Gadsden Street
Tallahassee, Florida 32301

Re: ACEC Engineering Excellence Awards – Sanford RiverWalk Phase III

To Whom It May Concern:

Thank you for considering this project and our consultant for the ACEC Engineering Excellence Award. Our consultant performed the planning and design of two phases of our RiverWalk project that total 3.1 miles. Their performance was exceptional on both phases and they worked extremely collaboratively with our staff and the public to implement a complex project that included multiple agencies.

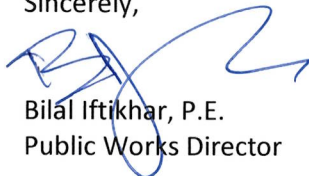
Their first phase included advanced coordination with SJRWMD and FDEP due to work within sovereign submerged lands, seawall replacement, and a pedestrian bridge. The consultant team included the use of innovative best management practices to minimize the impact of stormwater runoff on Lake Monroe and obtained a permit exemption for the project. This phase consisted of 0.75 miles of 10-14 foot wide trail, replacement of 3,800 feet of seawall along Lake Monroe, trail head parking, a pedestrian activated signal crossings, a prefabricated pedestrian bridge over Mill Creek, cantilever overlook structure extending over Lake Monroe, and additional hardscaping, landscaping, and lighting.

The second phase completed by the consultant included a 2.0 mile extension to the existing trail. During both phases of the RiverWalk project, the consultant staff worked diligently to adhere to the schedule and budget, despite the difficulty of designing a trail along the waterfront. The consultant team for both phases solved a complex challenge of taking an existing highway, and applying complete streets principles to create a pedestrian friendly approach to the overall corridor. The consultant designed traffic calming by provision of mini-roundabouts and median separators to lower vehicular speeds which in turn facilitated the design of pedestrian/bicycle facilities; this project is the embodiment of a Complete Street Design.

In addition, the team provided a resilient and cost-effective design approach to the overall shoreline. The improvements included the use of helical anchor piles which facilitated quick installation of anchors vs. traditional block anchors. The new wall was constructed utilizing a nested wall, where the existing concrete sea wall was retained with the new Steel Sheet Pile wall constructed adjacent to and above the existing wall. This method reduced the time of construction, allowed the new wall to supplement the structural value of the existing wall, and significantly increases the longevity and durability of the seawall system.

The City of Sanford is thrilled with the results of both phases, and can't thank our consultant team enough regarding their performance on these projects. Please contact me regarding the consultant team's professionalism, exceptional design, responsive staff, or for any further details about the project.

Sincerely,



Bilal Iftikhar, P.E.
Public Works Director

FROM THE DESK OF BRENDA CAREY

To whom it may concern;

When Seminole County Commission embarked on the idea of building a world class sporting facility, we knew that we needed to select the "A" team for engineering, planning, development and construction. CPH Engineers of Sanford was an integral part of the team, particularly because of the site challenges.

The concept was to build a facility that could accommodate baseball and rectangular sports. We constructed 15 baseball fields, with 9 of them built with artificial turf to accommodate the rectangular sports.

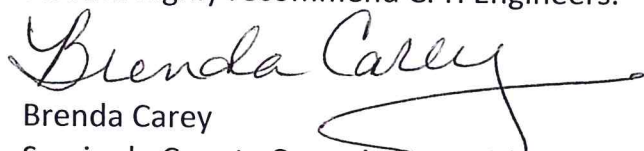
We built it based on a proforma, so the budget and the schedule were both critical pieces, which were both met. "Opening Day" was especially critical because we tournaments scheduled to play beginning May of 2016.

In the first year, we hosted 66 tournaments (Baseball, Softball, Soccer); 4,200 teams; 140,000 visitors; generated 12,600 room nights and over \$26 million dollars of economic impact. In addition, the sports complex has provided local residents access to fields for over 130 different local groups and have provided over 5,400 hours of field rentals providing a great asset to the local community as well. Needless to say, the return on investment exceeded our original proforma.

While this project was still under construction, we selected the same team to do a major renovation and re-design to our Soldiers Creek facility. Once again the team selection was a home run! Another complicated site that we wanted to maximize for girls softball. The team brought the project in on time and budget and I threw out the first pitch right on schedule.

CPH Engineers have built an excellent reputation in the industry and the community as well. They have provided professional services to the county for many years with assignments ranging from studies; design; and CEI on diverse projects including recreational trails, roads, large utility and public works projects and various miscellaneous projects.

I would highly recommend CPH Engineers.


Brenda Carey
Seminole County Commissioner, District 5



**Public Works Department
Water Resources and Utilities**

January 8, 2019

Collier County
Administrative Services Department
Procurement Services Division

Re: Project Reference

Volusia County Water Resources & Utilities has enjoyed a long-standing relationship (over 25 years) with CPH, Inc. For their most recent completed project, CPH provided design, engineering, and project management for the County's \$12.7 million advanced wastewater treatment and expansion at its Southwest Regional Water Reclamation Facility in DeBary, FL.

The firm provided extensive analysis in determining the best approach for achieving nutrient reduction goals based on the existing infrastructure at the plant. Much of existing infrastructure was repurposed and rehabilitated, thus lowering project costs associated with new construction.

The project was substantially completed within the scheduled time line and on budget. This was a very important County goal due to the fact the project received significant cost share funding from the St. Johns River Water Management District and the Florida Department of Environmental Protection for springs protection and improved water quality.

The final project results speak for themselves. In 2018, the Florida Rural Water Association recognized Volusia County as "Medium-size Wastewater System of the Year" for its achievement in nutrient reduction and the national industry publication Water & Waste Digest selected it as a "2018 Top Project".

If you have any questions, please feel free to contact me.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Michael Ulrich", is placed below the "Respectfully submitted," text.

Michael Ulrich, Director
Volusia County Water Resources & Utilities
mulrich@volusia.org
(386) 943-7027 ext 12724

123 West Indiana Avenue, 4th Floor • DeLand, Florida 32720
Tel: (386) 943-7027 • 257-6000 • 423-3300 • Fax: (386) 740-5162

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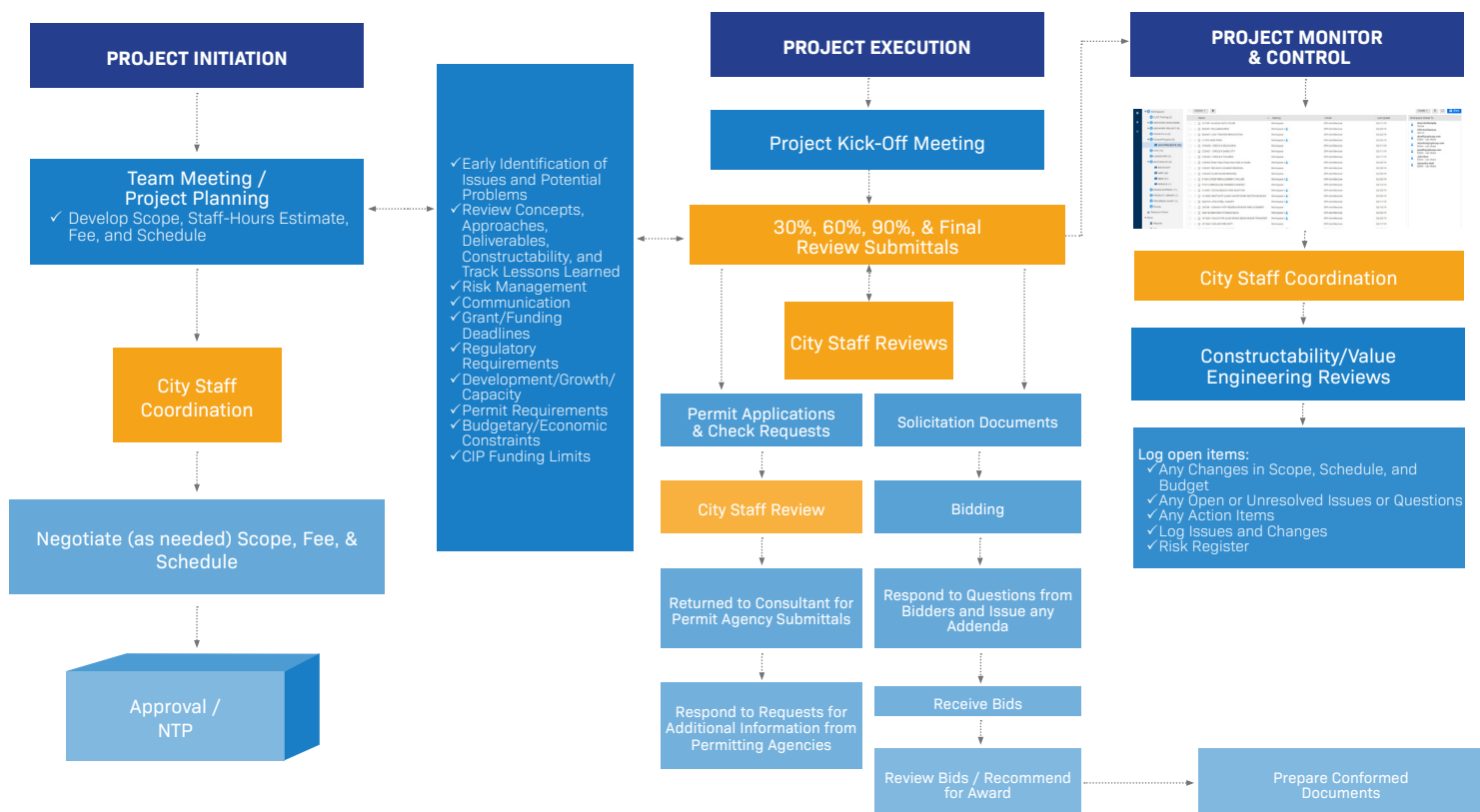
ADDITIONAL INFORMATION

TAB H – ADDITIONAL INFORMATION

CPH's approach to providing services to the City of Wildwood will be a collaborative effort between the consultant team, City staff, departments, officials and the public. Excellent communication protocols will be established between all parties to develop an understanding of the City's goals and budget to assist in the development of specific scopes and schedules to complete projects assigned through the continuing services contract. Critical attention will be focused on the planning, conceptual design, implementation, maintenance, quality assurance, communication and management of each assignment assuring that completed projects exceed expectations.

CPH understands that the City of Wildwood is seeking a qualified consulting firm to provide on-going design and construction services for continuing contracts. CPH will provide the City with unmatched expertise and resources for projects under this contract. CPH can provide the City with services required for the design/construction/repair of identified project(s) which may include, but not limited to, conferences, consultation and preparation of studies, working drawings, preliminary design, specifications, estimates, drawings, modeling, design, drafting of bids/proposals, construction administration, cost planning, inspection, testing, site analysis, bidding/selection recommendation, presentation/ recommendation to Staff and/or Commission, etc. Our resumes and the professional histories of the various team members clearly demonstrate a vast and broad background of experience which will be effectively applied to the City's benefit. CPH is highly qualified to provide continuing services for the City's projects.

The following outlines our past successful approach that has been implemented on services projects. Each project is unique, and this approach would be refined per project requirements.



PLAN OR APPROACH TO ACCOMPLISH THE TASKS IDENTIFIED IN THE SCOPE OF WORK

We have outlined our overall project management plan and our process of production in this section. This process is proven, and has been successfully utilized on our past projects with all of our clients.

SCOPE DEVELOPMENT

In order to develop a scope of work that fulfills the City's objectives, it is extremely important to initially discuss the proposed project in as much detail as possible. Identifying any options for the design, permitting, and construction issues is critical to properly completing the project. Pre-proposal discussions with the City will be conducted prior to developing a final scope of work, to thoroughly understand the project objectives, desired outcomes, time constraints, and budget. The Pre-proposal discussions will include documentation gathered and potential options for the project. Up-front planning used by CPH identifies key design criteria, and allows for early identification of critical decisions related to utility coordination requirements of various private land owners, specific permitting agencies, and field conditions. This process assists in providing a detailed final scope that will meet the City's goals and objectives.

CPH is committed to providing an experienced local team to execute the projects, and will develop a work plan and schedule that meets the City's expectations and objectives. Our team's goal is to meet and exceed the City of Wildwood's expectations while establishing clear lines of communication and responsibilities between all parties. CPH's project management plan will address the expectations for the project, lines of communication, project participants, project goals and objectives, and project design standards. Our team will work in close collaboration with the City of Wildwood to continue our established working relationship and to structure each project to meet the City's expectations.

CPH's approach to providing services to the City will be a collaborative effort between the City of Wildwood and CPH. Excellent communication protocols will be established between all parties to develop an understanding of all goals and budget constraints to assist in the development of specific scopes and schedules to complete projects assigned through the continuing services contract. Critical attention will be focused on the planning, conceptual design, implementation, maintenance, quality assurance, communication and management of each assignment assuring that completed projects exceed expectations, with the overall goal of completing projects on time and within budget.

PRELIMINARY DESIGN

For large projects such as plant improvement projects, the different design possibilities are compiled into an organized Preliminary Design Report (PDR) which allows CPH and the City to co-create the project in the most logical and economical approach. During the conceptual design phase, the CPH team will focus on finalizing the preferred design solution and to identify areas of concern including construction methods. CPH will obtain any additional data (record drawing, existing reports, and survey) that is critical in this stage of the project. The Preliminary Design Report (PDR) will also identify the selected materials of construction including key design criteria, such as, utility crossings and connections as well as any specialty construction methods that may need to be done to properly complete the project. The result of this phase will be 30 percent plan along with a technical memorandum which will include a summary of the project and recommendations, permit requirements, standard details, updated opinion of probable construction cost, construction methods, and definition of challenges / solutions. Smaller projects such as pipeline upgrades may or may not include a PDR; however, key design decisions are still discussed with the City to ensure the City is aware of the various options and the time and budget impact of each.

CPH's quality review team will provide a review of the documentation and provide any feedback to be included in updated documents. A progress meeting will be held to review and discuss the PDR and 30 percent layout and incorporate any of City's comments into the final concept of design.

SURVEY AND GEOTECHNICAL

Survey and geotechnical work typically commences at the start of the project once the City and CPH together have determined the most logical and cost effective approach. CPH has in-house surveyors capable of conventional surveying and high-definition laser 3D surveys - the complexity of the project (such as crowded heavily traveled road right-of-way or plant sites containing numerous facilities may warrant laser 3D surveys). Our 3D laser equipment is state of the art in surveying technology, which allows for a more efficient, detailed, and cost efficient surveying product. The laser scanner can also provide the City of Wildwood with precise construction information, including grade elevations, to allow for other project related studies, or follow-up design efforts.

CPH understands the needs for a comprehensive topographic survey and subsurface utility engineering (SUE) mapping. Our team has prepared design based on all levels of utility designation levels. In addition to quality topo and SUE mapping, CPH also coordinates with all local utilities known to be within a project area to assure no utility conflicts are being created after the project survey is complete and while design and project award are underway.

PERMITTING & DESIGN

CPH believes in a proactive approach to permitting. For larger and more complicated projects, this includes pre-application meetings between CPH, the City of Wildwood, and regulatory agencies to define elements of the project and foster continuous interaction. For smaller projects, CPH has the experience to put together a permit application and package that can be directly submitted to the agency that is responsible for review. We find that the interaction between the parties expedites the process and eliminates unnecessary review questions. CPH will assist in preparing and submitting the permit applications when the plans are at 90 percent completion and have been approved by the City - in some cases (such as where there are wetlands or threatened and endangered species), early submittal (typically at the 60% phase) to the review agencies is recommended to minimize the impact to the overall project schedule.

CPH's goal with all of its projects is to develop complete construction documents for the project. CPH makes sure the City is kept aware of the key submittal dates and updates the City on its progress throughout. Each milestone deliverable (typically consisting of construction plans, specifications, and construction cost estimates) will be reviewed by CPH's quality assurance and control team. Review meetings are held with the City after each submittal in order to address City comments or concerns, and follow written responses are also provided to the City addressing its comments. The goal is to help the City of Wildwood actively monitor the project and confirm that the expected budget for the project will be met.

CPH has extensive experience with Bidding and Construction Phase services. During Bidding, CPH prepares written responses to Bidder questions and prepares draft addenda items as needed to address questions forwarded by the City.

CPH typically assists the City during construction by reviewing submittals, attending meetings, conducting site visits, responding to Requests for Information, preparing Record Drawings, attending walk-throughs, and preparing punch lists. If needed, CPH has a number of construction field representatives to assist the City with inspections for plant work, processes, site construction and pipeline construction.

QUALITY CONTROL/QUALITY ASSURANCE

CPH has an established corporate culture that places emphasis on quality control and assurance for our clients. The firm and team members are dedicated to this process and incorporation of good design and construction practices from the inception of projects. CPH's corporate quality initiatives includes developing a quality control/assurance standardization committee, benchmark reviews by experienced, qualified technical personnel, and means and methods quality reviews by licensed general and utility contractors. The team routinely meets with clients to conduct completed project reviews to evaluate team performance and identify opportunities to enhance service.

CPH's established corporate culture is instilled in every team member and requires that the staff act as an extension of our clients staffing, providing them with services that are on time, within budget, cost effective, and of the highest level of quality. CPH has Standard Operating Procedures (SOP) for all of our major programs (transportation, infrastructure, utilities, stormwater, commercial, residential, and municipal) that include project management techniques, cost estimating, design alternative reviews, subconsultant design reviews, and client communication requirements.

FOUR LEVEL QUALITY CONTROL REVIEW SYSTEM

CPH's quality control system is separated into four (4) distinct levels described as follows:



Project Manager QA/QC Review: CPH project managers are trained to review all documentation, including information received from the client, other agencies, subconsultants, and internal drawings and specifications. This is the first step in assuring accurate information and proper project design. The project manager is responsible for reviewing the project for accuracy and required changes.



Technical Review Committee Member QA/QC Review: Throughout the design phase, starting from inception, CPH provides one to two team members that will work with the project manager and designer to review areas of concern and offer additional technical expertise. This person is not involved in the daily design facets, but is kept up-to-date through the use of monthly design updates. The technical review committee provides a quality check various design options, plans, and other construction documents at the 30%, 60%, 90%, and 100% completion intervals.



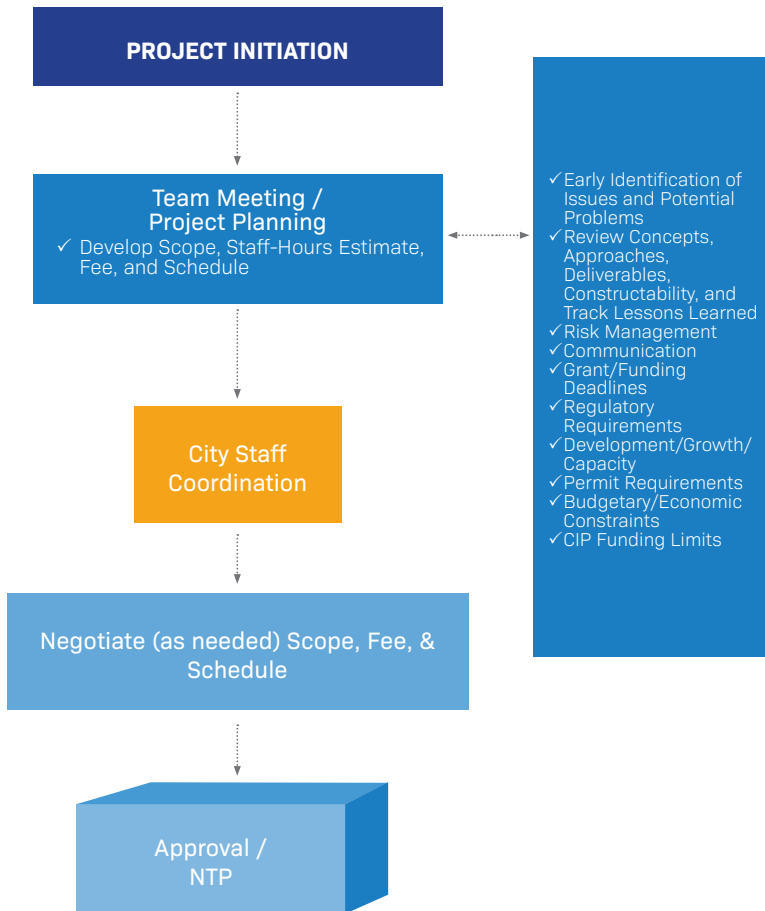
"Full Field" of QA/QC Review: At the 30%, 60%, and 90% stages of the design, the project documentation and specifications are turned over to engineers from other fields to review alternative options and quality of plans. For example, an infrastructure project will be turned over to an independent engineer in our roadway or utility department. This provides a complete internal audit from personnel that have not been involved in the project and are "seeing the project for the first time".



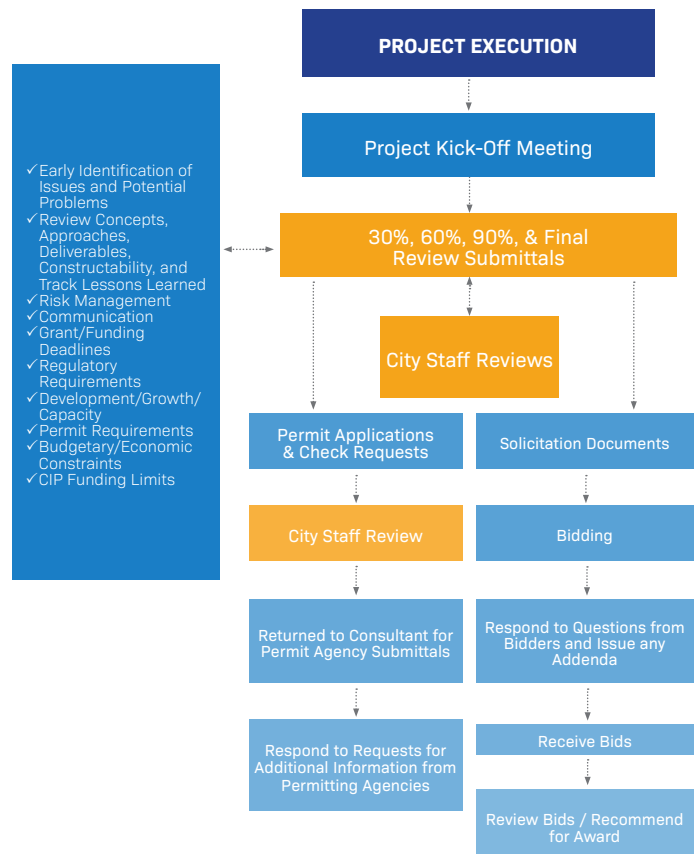
Contractor/Inspector QA/QC Review: In addition to architects/engineer and construction personnel, the team has the added value of having on-staff licensed general and utility contractors that can review projects from various perspectives. With experienced personnel that have provided construction services for over 30 years, we are able to review the project from a constructibility and/or mean and methods view point. In addition, the licensed on staff contractors review projects and provide "real-time" cost estimates throughout the duration of the project. This construction experience allows the team to view projects through the eyes of a contractor with the ability to identify intangible cost factors, elements such as restricted site conditions, specialized equipment requirements, excessive material and labor costs, impacts on schedules, etc. that may not be apparent to a designer.

MANAGING BUDGETS, RISKS, SCHEDULES, AND EXPECTATIONS

The key to successful management of continuing contracts and projects, is to ensure that project challenges and risks are identified early, and a plan is developed to ensure the City's goals are achieved. CPH has developed a process in which when our clients notify us about a potential project, our Program Manager and any lead project engineer perform upfront due diligence. This includes performing a field visit to understand the project, limitations, opportunities, the overall area, etc. From this visit, we then brainstorm ideas for possible solutions, as well as a risk register that outlines concerns that may affect the project's schedule and budget. This register is then presented, along with our preliminary findings from the field as well as any desktop data we may be able to obtain to the City's PM in a preliminary discussion about how to approach the project. From this meeting, the team then defines and creates a scope of services and man-hours. This extra legwork by the CPH team, saves our clients time and money, as well as minimizes scope creep. This process allows us to begin with cost savings in mind even before a notice to proceed is ever issued, and makes sure our expectations of project outcomes are inline with the City.



As we continue throughout the design, the risk register is updated for the project. This could include new additions such as funding deadlines, community concerns, etc. or a verification that an item has been "solved". Throughout the life of the project, our team will communicate these items to the City, to help the City understand what and how items impact the projects cost and schedule. Each risk is given a priority level in relation to its effect on the project, and as any major risk is identified our team will immediately coordinate with the City. This could be something such as an environmental or geotechnical/soils concern from any preliminary data gathering, to feedback from the community that may affect the proposed design option such as the need for easements. This level of coordination is tracked through our internal project management programs and sheets.



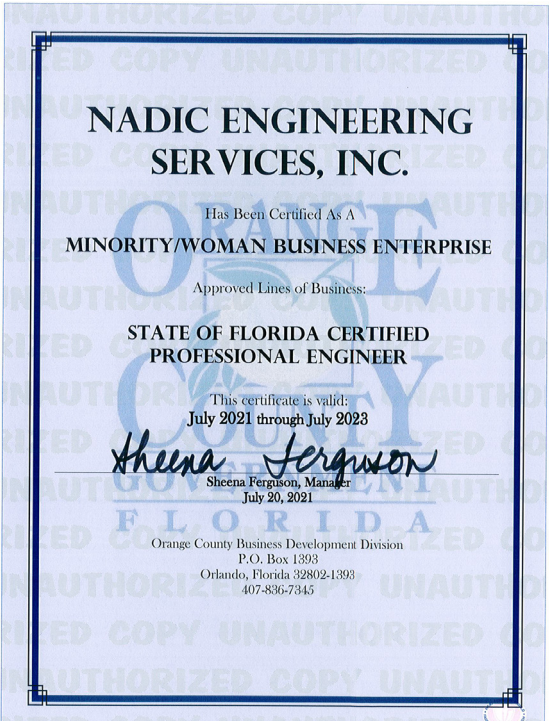
MINORITY BUSINESS ENTERPRISE (MBE) PREFERENCE

TAB I – MINORITY BUSINESS ENTERPRISE (MBE) PREFERENCE



DIVERSITY

CPH is committed to meeting or exceeding the M/WBE participation goals for this project. CPH has established working relationships with many minority firms in the area. **CPH has partnered with Tierra, Inc., and NADIC, Inc., both M/W/DBE certified firms.**



ADDITIONAL REQUIRED DOCUMENTS

QUALIFICATIONS FORM FOR CITY OF WILDWOOD

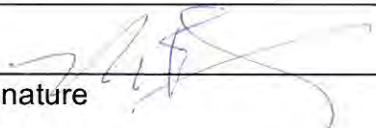


Name of Firm Submitting Qualifications CPH Consulting, LLC. dba CPH LLC.

Name of Person Submitting Qualifications Nikhel Jindal, GCC, Assoc. DBIA, ENV SP

PROPOSER ACKNOWLEDGMENT

"The undersigned hereby declares that he/she has informed himself/herself fully in regard to all conditions to the work to be done, and that he/she has examined the RFQ and Specifications for the work and comments hereto attached. The Vendor proposes and agrees, if this submission is accepted, to contract with the City of Wildwood to furnish all necessary materials, equipment, labor and services necessary to complete the work covered by the RFQ and Contract Documents for this Project. The Vendor agrees to accept in full compensation for each item the prices named in the schedules incorporated herein."


Signature

April 3, 2023

Date

2023 - 07

RFQ Number

[☐] Check if exception(s) or deviation(s) to Specifications. Attach separate sheet(s) detailing reason and type for the exception or deviation.

This document must be completed and returned with your Submittal

Statement of Terms and Conditions For RFPs, RFQs, and Bid

PUBLIC ENTITY CRIME: A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a qualifications/Bid on a contract to provide any goods or services to a public entity, for the construction or repair of a public building or public work, may not submit Qualifications/Bids on leases of real property to a public entity, may not be awarded or perform work as a Consultant, supplier, subconsultant, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

INDEMNIFICATION: The consultant shall indemnify and hold harmless the City of Wildwood and their elected officials, employees, agents, representatives, and volunteers from and against any and all claims, damages, losses and expenses, (including legal costs), or liabilities based on third party claims of injury to persons or damage to property arising out of or resulting, in whole or in part, from a negligent act or omission or willful misconduct of consultant or its employees, Subcontractors, agents or representatives.

PROHIBITION OF LOBBYING: During the blackout period which is, the period between the time the submittals for Invitation to Bid or the Request for Proposals, or Qualifications, or information, as applicable, are received at Contracts / Purchasing and the time the City awards the contract, no proposer, no lobbyist, principal, or other person may lobby, on behalf of a competing party in a particular procurement matter, any member of the City, or any City employee other than Cassandra Smith in writing via email to csmith@wildwood-fl.gov. Violation of this provision may result in disqualification of violating party. All questions regarding this Request for Proposals (RFQ) or invitation to Bid (BID) must be submitted in writing to the contact listed in the solicitation or the City Clerk.

ANTI TRUST LAWS: By submission of a signed RFQ or BID, the successful vendor acknowledges compliance with all antitrust laws of the United States and the State of Florida, in order to protect the public from restraint of trade, which illegally increases prices.

CONFLICT OF INTEREST: The award of the contract hereunder is subject to the provisions of Chapter 112 of the Florida Statutes. Vendors shall disclose the name of any Officer, Director, Partner, Associate, or Agent who is also an Officer, Appointee, or Employee of any of the City's at the time of the RFP, RFQ or BID, or at the time of occurrence of the Conflict of Interest thereafter.

INTERPRETATION, CLARIFICATIONS AND ADDENDA: No oral interpretations will be made to any vendor as to the meaning of the RFQ/BID Contract Documents. Any inquiry or request for interpretation received by Cassandra Smith via email to csmith@wildwood-fl.gov before the date listed herein will be given consideration. All such changes or interpretations will be made in writing in the form of an addendum and, if issued, will be distributed at or after the Pre-Proposals/Pre-Bid Conference, mailed or sent by available or electronic means to all attending prospective Submitters prior to the established RFQ/BID opening date. Each respondent shall acknowledge receipt of such addenda in the space provided. In case any Proposer/Bidder fails to acknowledge receipt of such addenda or addendum, his offer will nevertheless be construed as though it had been received and acknowledged and the submission of his bid will constitute acknowledgment of the receipt of same. All addenda are a part of the RFQ/BID FORMS and each Proposer/Bidder will be bound by such addenda, whether or not received by him. It is the responsibility of each proposer/bidder to verify that he has received all addenda issued before RFQ's/BID's are opened. In the case of unit price items, the quantities of work to be done and materials to be furnished under this RFP/RFQ/BID Contract are to be considered as approximate only and are to be used solely for the comparison of RFP's/RFQ's/BID's received. The City and/or its consultant do not expressly or by implication represent that the actual quantities involved will correspond exactly therewith; nor shall the Vendor plead misunderstanding or deception because of such estimate or quantities of work performed or material furnished in accordance with the Specifications and/or Drawings and other Proposals/Bid Documents, and it is understood that the quantities may be increased or diminished as provided herein without in any way invalidating any of the unit or lump sum prices bid.

GOVERNING LAWS AND REGULATIONS: The vendor is required to be familiar with and shall be responsible for complying with all federal, state and local laws, ordinances, rules and regulations that in any manner affect the work.

PROPRIETARY/CONFIDENTIAL INFORMATION: Vendors are hereby notified that all information submitted as part of, or in support of RFP's/RFQ's/BID's, will be available for public inspection ten days after opening of the RFQ's/BID's or until a short list is recommended whichever comes first, in compliance with Chapter 119, and 287 of the Florida Statutes. All RFP's/RFQ's/Bids submitted in response to this solicitation become the property of the City. Unless information submitted is proprietary, copy written, trademarked, or patented, the City reserves the right to utilize any or all information, ideas, conceptions, or portions of any RFP/RFQ/BID, in its best interest.

TAXES: The City of Wildwood is exempt from any taxes imposed by the State and/or Federal Government. Exemption certificates will be provided upon request.

NON-COLLUSION DECLARATION: By signing this RFQ/BID, all Vendors shall affirm that they shall not collude, conspire, connive or agree, directly or indirectly, with any other Proposer, firm, or person to submit a collusive or sham Proposals in connection with the work for which their RFP/RFQ/BID has been submitted; or to refrain from Bidding in connection with such work; or have in any manner, directly or indirectly, sought by person to fix the price or prices in the RFP/RFQ/BID or of any other Bidder, or to fix any overhead, profit, or cost elements of the RFQ/BID price or the RFP/RFQ/BID price of any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against any other Bidder, or any person interested in the proposed work.

PROPOSER RESPONSIBILITY: Invitation by the City's to vendors is based on the recipient's specific request or as the result of response by the public to the legal advertisements required by State law. Firms or individuals submit their responses on a voluntary basis, and therefore are not entitled to compensation of any kind.

CITYSHIP OF SUBMITTALS: All responses, inquiries or correspondence relating to or in reference to this RFQ/BID, and all other reports, charts, displays, schedules, exhibits and other documentation submitted by the vendors will become the property of the City. Reference to literature submitted with a previous RFP/RFQ/BID will not relieve the Bidder from including any required documents with this RFP/RFQ/BID.

EXAMINATION OF BID DOCUMENTS: Each Bidder shall carefully examine the RFP/RFQ/BID Document to ensure all pages have been received, all drawings and/or Specifications and other applicable documents are included, and shall inform himself thoroughly regarding any and all conditions and requirements that may in any manner affect cost, progress or performance of the work to be performed under the Contract. Ignorance on the part of the FIRM will in no way relieve him of the obligations and responsibilities assumed under the Contract.

VENDOR RESPONSIBILITY: Vendors are fully and completely responsible for the labeling, identification and delivery of their submittals. The City of Wildwood will not be responsible for any mislabeled or misdirected submissions, nor those handled by delivery persons, couriers, or the US Postal Service.

DRUG FREE WORKPLACE: All Proposers/Bidders shall submit the enclosed, duly signed and notarized form entitled "Drug Free Workplace Certificate". The Drug Free Workplace Vendor shall have the burden of demonstrating that his program complies with Section 287.087 of the Florida Statutes, and any other applicable state law.

THE CITY OF WILDWOOD, is a political subdivision of the State of Florida, and reserves the right to cancel an RFQ and to reject any and/or all submittals, reserve the right to waive any and all informalities or irregularities, to re-advertise with either the identical or revised specifications, and reserve the right to award contracts and/or in the best interest of the City. Submittals not meeting stated minimum terms and qualifications may be rejected by the City as non-responsive. The City reserves the right to reject any or all submittals without cause. The City reserves the right to reject the submission of any Vendor in arrears or in default upon any debt or contract to the City, or who has failed to perform faithfully any previous contract with the City's or with other governmental agencies.

PUBLIC RECORDS LAW: Correspondence, materials and documents received pursuant to this RFQ/BID become public records subject to the provisions of Chapter 119, Florida Statutes.

VERIFICATION OF TIME: Verizon time is hereby established as the Official Time of the City's.

PREPARATION OF PROPOSALS/BIDS:

Signature of the Bidder: The Bidder must sign the RFQ/BID FORMS in the space provided for the signature. If the Proposer/Bidder is an individual, the words "doing business as _____" must appear beneath such signature. In the case of a partnership, the signature of at least one of the partners must follow the firm name and the words, "Member of the Firm" should be written beneath such signature. If the Proposer/Bidder is a corporation, the title of the officer signing the RFQ/BID on behalf of the corporation must be stated and evidence of his authority to sign the RFQ/BID must be submitted. The Proposer/Bidder shall state in the RFQ/BID FORMS the name and address of each person interested therein.

Basis for Bidding: The price proposed for each item shall be on a lump sum or unit price basis according to specifications on the RFP/RFQ/BID FORM. The proposed prices shall remain unchanged for the duration of the Contract and no claims for cost escalation during the progress of the work will be considered, unless otherwise provided herein.

Total Proposed Price/Total Contract Sum Proposed: If applicable, the total price bid for the work shall be the aggregate of the lump sum prices proposed and/or unit prices multiplied by the appropriate estimated quantities for the individual items and shall be stated in figures in the appropriate place on the RFP/RFQ/BID FORM. If there is a discrepancy on the RFP/RFQ/BID FORM due to unit price extensions or additions, the corrected extensions and additions shall be used to determine the project bid amount.

TABULATION: Those wishing to receive an official tabulation of the results of the opening of this RFP/RFQ/BID are to submit a self-addressed, stamped business size (No. 10) envelope, prominently marked on the front lower left side, with the RFQ identification. Tabulation requested by telephone, fax or electronic media will not be accepted.

OBLIGATION OF WINNING BIDDER: The contents of the RFP/RFQ/BID of the successful proposer/bidder will become contractual obligations if acquisition action ensues. Failure of the successful Proposer/Bidder to accept these obligations in a contract may result in cancellation of the award and such vendor may be removed from future participation.

AWARD OF BID: It is the City's intent to select a vendor within sixty (60) calendar days of the deadline for receipt of Proposals/Qualifications/Bids. However, Proposals/Qualifications/Bids must be firm and valid for award for at least ninety (90) calendar days after the deadline for receipt of the RFP/RFQ/BID.

ADDITIONAL REQUIREMENTS: The firms shall furnish such additional information as the City may reasonably require. This includes information which indicates financial resources as well as ability to provide the services. The City reserves the right to make investigations of the qualifications of the firm as it deems appropriate.

PREPARATION COSTS: The City shall not be obligated or be liable for any costs incurred by Proposers/Bidders prior to issuance of a contract. All costs to prepare and submit a response to this RFP/RFQ/BID shall be borne by the Proposer/Bidder.

TIMELINESS: All work will commence upon authorization from the City's representative. All work will proceed in a timely manner without delays. The Consultant shall commence the work UPON RECEIPT OF NOTICE TO PROCEED and/or ORDER PLACED (PURCHASE ORDER PRESENTED) and shall deliver in accordance to the terms and conditions outlined and agreed upon herein.

DELIVERY: All prices shall be FOB Destination, Sumter County, Florida, inside delivery unless otherwise specified.

ADDITIONAL SERVICES/PURCHASES BY OTHER PUBLIC AGENCIES ("PIGGY-BACK"):

The Vendor by submitting a Bid acknowledges that other Public Agencies may seek to "Piggy-Back" under the same terms and conditions, during the effective period of any resulting contract - services and/or purchases being offered in this Bid, for the same prices and/or terms proposed. Vendor has the option to agree or disagree to allow contract Piggy-Backs on a case-by-case basis. Before a Public Agency can Piggy-Back any contract, the Agency must first obtain the vendor's approval - without the vendor's approval, the seeking Agency cannot Piggy-Back.

PLANS, FORMS & SPECIFICATIONS: Bid Packages are available from the City Clerk. These packages are available for pickup or by mail. If requested to mail, the Proposer/Bidder must supply a courier account number (UPS, FedEx, etc.). Proposers/Bidders are required to use the official RFP/RFQ/BID FORMS, and all attachments itemized herein, are to be submitted as a single document. Any variation from the minimum specifications must be clearly stated on the RFQ/BID FORM and/or Exceptions/Deviations Sheet(s). Only one set of plans, forms, and specifications will be furnished each company or corporation interested in submitting a Proposals/bid. RFQ/BID FORM documents for this project are free of charge and are available on-line and are downloadable.

MANUFACTURER'S NAME AND APPROVED EQUIVALENTS: Any manufacturer's names, trade names, brand names, information and/or catalog numbers listed in a specification are for information and not intended to limit competition unless otherwise indicated. The Proposer/Bidder may offer any brand for which he is an authorized representative, which meets or exceeds the RFP/RFQ/BID specification for any item(s). If RFQ's/BID's are based on equivalent products, indicate on the RFP/RFQ/BID FORM the manufacturer's product name and literature, and/or complete specifications. Reference to literature submitted with a previous RFP/RFQ/BID will not satisfy this provision. The Proposer/Bidder shall explain in detail the reason(s) why the proposed equivalent will meet the specifications and not be considered an exception thereto. RFP/RFQ's/BID's which do not comply with these requirements are subject to rejection. RFP/RFQ's/BID's lacking any written indication of intent to quote an alternate brand will be received and considered in complete compliance with the specifications as listed on the RFQ/BID FORM. The City is to be notified, in writing, of any proposed changes in materials used, manufacturing process, or construction. However, changes shall not be binding upon the City unless evidenced by a Change Notice issued and signed by the City or designated representative.

QUANTITIES: The quantities as specified in this RFP/RFQ/BID are estimates only and are not to be construed as guaranteed minimums.

SAMPLES: Samples of items, when called for, shall be furnished free of expense, and if not destroyed may, upon request, be returned at the Proposer's/Bidder's expense. Each sample shall be labeled with the Proposer's/Bidder's name, manufacturer brand name and number, RFP/RFQ/BID number and item reference. Samples of successful Proposer's/Bidder's items may remain on file for the term of the contract. Request for return of samples shall be accompanied by instructions which include shipping authorization and must be received at time of opening. Samples not returned may be disposed of by the City within a reasonable time as deemed appropriate.

DOCUMENT RE-CREATION: Vendor may choose to re-create any document(s) required for this solicitation but must do so at his own risk. All required information in the original City format must be included in any re-created document. Submittals may be deemed non-responsive if required information is not included in any re-created document.

ACKNOWLEDGED:

(Signature and Date)

April 3, 2023

*This document must be completed and returned
with your Submittal*

HOLD HARMLESS AGREEMENT

The Consultant agrees to hold the City of Wildwood harmless against all claims for bodily injury, sickness, disease, death or personal injury or damage to property or loss of use resulting there from, arising out of the agreement, to the extent that such claims are attributable, in whole or in part, to a negligent act or omission by the Consultant.

The Consultant shall purchase and maintain workers' compensation insurance for all workers' compensation insurance and employers' liability in accordance with Florida Statute Chapter 440.

The Consultant shall also purchase any other coverage required by law for the benefit of employees.

Required insurance shall be documented in Certificates of Insurance and shall be provided to the City representative requesting the service.

By signature upon this form the Consultant stipulates that he/she agrees to the Hold Harmless Agreement, and to abide by all insurance requirements.

CPH, LLC. - Nikhel Jindal, GCC, Assoc. DBIA, ENV SP

Consultant-Print Name


Signature

Engineering Continuing Professional Services

Project Name

April 3, 2023

Date

The effective date of this Hold Harmless Agreement shall be for the duration of this project.

This document must be completed and returned with your Submittal

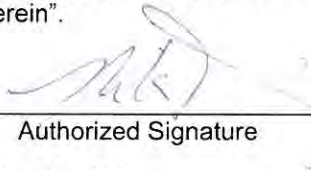
DRUG FREE WORKPLACE CERTIFICATE

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that,

CPH, LLC.

(print or type name of firm)

- Publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above, and specifying actions that will be taken against violations of such prohibition.
- Informs employees about the dangers of drug abuse in the work place, the firm's policy of maintaining a drug free working environment, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug use violations.
- Gives each employee engaged in providing commodities or contractual services that are under RFQ or bid, a copy of the statement specified above.
- Notifies the employees that as a condition of working on the commodities or contractual services that are under RFQ or bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, plea or guilty or nolo contendere to, any violation of Chapter 1893, or of any controlled substance law of the State of Florida or the United States, for a violation occurring in the work place, no later than five (5) days after such conviction, and requires employees to sign copies of such written (*) statement to acknowledge their receipt.
- Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
- Makes a good faith effort to continue to maintain a drug free work place through the implementation of the drug free workplace program.
- "As a person authorized to sign this statement, I certify that the above named business, firm or corporation complies fully with the requirements set forth herein".



Authorized Signature

April 3, 2023

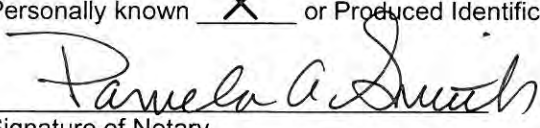
Date Signed

State of: Florida

County of: Seminole

Sworn to and subscribed before me this 3rd day of April, 2023

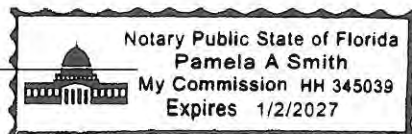
Personally known X or Produced Identification _____
(Specify Type of Identification)



Signature of Notary

My Commission Expires _____

(seal)



This document must be completed and returned with your Submittal

**SWORN STATEMENT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES FORM**

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

1. This sworn statement is submitted to City of Wildwood

By Nikhel Jindal, GCC, Assoc. DBIA, ENV SP, Chief Strategy and Success Officer

{print individual's name and title}

for CPH, LLC.

{print name of entity submitting sworn statement}

whose business address is 500 West Fulton Street, Sanford, FL 32771

and (if applicable) its Federal Employer Identification Number (FEIN) is 59-2068806 (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement:_____.)

2. I understand that a “public entity crime” as defined in Paragraph 287.133(1)(g), **Florida Statutes**, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that “convicted” or “conviction” as defined in Paragraph 287.133(1)(b), **Florida Statutes**, means a finding of guilt or a conviction of a public entity crime, with or without adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an “affiliate” as defined in Paragraph 287.133(1)(a), **Florida Statutes**, means:
- a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term “affiliate” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm’s length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
 - c. I understand that a “person” as defined in Paragraph 287.133(1)(e), **Florida Statutes**, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term “person” includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
 - d. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **{indicate which statement applies.}**

☒

Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners,

shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____ The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. **{attach a copy of the final order}**

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.



{signature}

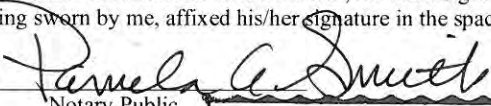
April 3, 2023

{date}

State of Florida

County of Seminole

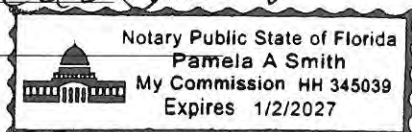
PERSONALLY APPEARED BEFORE ME, the undersigned authority, Nikhel Jindal, GCC, Assoc. DBIA, ENV SP, who after first being sworn by me, affixed his/her signature in the space provided above on this 3rd day of April, 2023.

Attest: 

Notary Public

My commission expires: _____

(Notary Seal)



This document must be completed and returned with your Submittal

Conflict of Interest Disclosure Form

I HEREBY CERTIFY that

2. I (*printed name*) Nikhel Jindal, GCC, Assoc. DBIA, ENV SP am the
(*title*) Chief Strategy and Success Officer and the duly authorized representative of the firm of (*Firm Name*)
CPH, LLC. whose address is
500 West Fulton Street, Sanford, FL 32771
, and that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I
am acting; and,

2. Except as listed below, no employee, officer, or agent of the firm have any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and,

3. This bid qualification is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid qualification for the same services, and is in all respects fair and without collusion or fraud.

EXCEPTIONS (List)

Signature: 

Printed Name: Nikhel Jindal, GCC, Assoc. DBIA, ENV SP

Firm Name: CPH, LLC.

Date: April 3, 2023

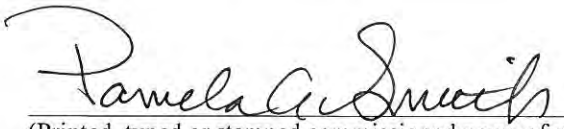
State of Florida

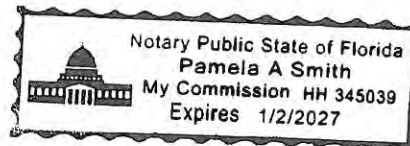
County of Seminole

Sworn to and subscribed before me this 3rd day of April 2023

Personally Known ☒
OR Produced Identification , Type of Identification

My Commission Expires


(Printed, typed or stamped commissioned name of notary)



THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR QUALIFICATIONS PACKAGE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/1/2023

3/15/2023

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

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

PRODUCER Lockton Companies 444 W. 47th Street, Suite 900 Kansas City MO 64112-1906 (816) 960-9000 kcasu@lockton.com	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS: FAX (A/C, No): INSURER(S) AFFORDING COVERAGE INSURER A: Contractors Bonding and Insurance Company INSURER B: RLI Insurance Company INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 37206 13056
--	---	---------------------------------

COVERAGES**CERTIFICATE NUMBER:** 19411069**REVISION NUMBER:** XXXXXXXX

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:	N	N	CKB0200150	4/1/2022	7/1/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY ☒ ANY AUTO ☒ OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS ONLY	N	N	PSA0003057	4/1/2022	7/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
A	UMBRELLA LIAB ☒ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$	N	N	CKB0200157	4/1/2022	7/1/2023	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$ XXXXXXXX
B B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ N	N/A	PSW0002907 EXCEPT FOR OH, ND, WY, WA	1/1/2023	1/1/2024	☒ PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	PROFESSIONAL LIABILITY	N	N	RDP0046508	4/1/2022	7/1/2023	\$5,000,000 PER CLAIM; \$5,000,000 AGGREGATE

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

CERTIFICATE HOLDER**CANCELLATION**19411069
FOR PROPOSAL PURPOSES

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

AUTHORIZED REPRESENTATIVE

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RFQ #2023-07

ENGINEERING CONTINUING SERVICES

****Addendum #1****

Answers to All Questions Received as of March 14, 2023:

1. How many firms does the City plan on selecting?
 - There has been no determination as to how many firms will be selected.
2. Who are the firms that currently hold this contract with the City?
 - Kimley-Horn, Halff Associates, Jones Edmunds and Associates.
3. Do the required forms and required documentation (COI, State of Florida Professional License, etc.) count towards the 80 page limit?
 - The required forms will not be counted toward the 80 page limit.
4. In the RFQ on Page 15 in the paragraph for Professional or Errors & Omissions Liability Insurance, the City requires design professionals to add the City as an additional insured. This is not allowed by our insurer on Professional Liability policies. Would the City please delete this requirement as it is not attainable?
 - The RFQ states "(when applicable)"; submitters can indicate in their qualifications package why this is not applicable.
5. Design Professionals typically have much higher deductibles than contractors or other professionals. In the RFQ on Page 15 in the paragraph for Deductibles Coinsurance Penalties and Self-Insured Retention, the City limits the professional liability deductible to a cap of \$25,000 or asks that a Commercial Surety Bond be acquired. Typically, professional liability deductibles are much higher for design firms. It would also be highly unusual for a design firm to seek a Commercial Surety Bond. Are there other options the City might be willing to investigate to mitigate the perceived risks associated with the deductible?
 - If you have a deductible that exceeds \$25,000 and prefer not to obtain a surety bond, your submittal should indicate what your deductible amount is and an alternative to the bond. The City will consider the alternative and may seek additional information from the company in making its determination.
6. May firms submit qualifications as both a prime and as a subconsultant to another firm?
 - Yes



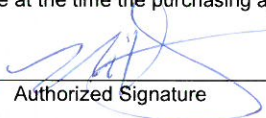
7. **Reference:** Solicitation RFQ # 2023-07, page 12, text underneath the Vendor Presentations Evaluation Scoring Criteria chart: "Once the Selection Committee has scored the individual/firm(s) following the vendor presentations the score sheets will be tallied and the highest ranking firm based on the vendor presentations will be recommended for award to the Wildwood City Commission and to enter into contract negotiations."

Question: The reference above indicates that the highest ranking firm will be recommended for award and will enter into contract negotiations. Will only one firm be selected for this project?

- The City reserves the right to enter into CSA's with more than one firm.

A handwritten signature in blue ink, appearing to be 'JLD' or similar, with a large loop at the end.

PROPOSER'S CERTIFICATION

Submit To: City of Wildwood 100 N Main Street Wildwood, FL 34785 352-330-1330 352-330-1338 (fax)		CITY OF WILDWOOD REQUEST FOR QUALIFICATION (RFQ) CERTIFICATION AND ADDENDA ACKNOWLEDGMENT	
DUE DATE: April 4, 2023	DUE TIME: 11AM	RFQ # 2023 - 07	
TITLE: Engineering Services			
VENDOR NAME: CPH, LLC.		PHONE NUMBER: 407.322.6841	
VENDOR MAILING ADDRESS: 500 West Fulton Street		FAX NUMBER: 407.330.0639	
CITY/STATE/ZIP: Sanford, FL 32771		E-MAIL ADDRESS: info@cphcorp.com	
"I, the undersigned, certify that I have reviewed the addenda listed below (list all addenda received to date). I understand that timely commencement will be considered in award of this RFQ and that cancellation of award will be considered if commencement time is not met, and that untimely commencement may be cause for termination of contract. I further certify that the services will meet or exceed the RFQ requirements. I, the undersigned, declare that I have carefully examined the RFQ, specifications, terms and conditions as applicable for this Request, and that I am thoroughly familiar with all provisions and the quality and type of coverage and services specified. I further declare that I have not divulged, discussed, or compared this RFQ with any other Offeror and have not colluded with any Offerors or parties to an RFQ whatsoever for any fraudulent purpose." <u>1</u> Addendum # Addendum # Addendum # Addendum # Addendum #			
"I certify that this quote is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting an RFQ for the same material, supplies, equipment or services and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this RFQ and certify that I am authorized to sign this response and that the offer is in compliance with all requirements of the RFQ, including but not limited to certification requirements. In conducting offers with an agency for CITY OF WILDWOOD, respondent agrees that if this RFQ is accepted, the respondent will convey, sell, assign, or transfer to the City of Wildwood all rights, title and interest in and to all causes of action it may now or hereafter acquire under the anti-trust laws of the United States for price fixing relating to the particular commodities or services purchased or acquired by the CITY. At the City of Wildwood discretion, such assignment shall be made and become effective at the time the purchasing agency renders final payment to the respondent." Nikhel Jindal, GCC, Assoc. DBIA, ENV SP Chief Strategy and Success Officer _____ Authorized Agent Name, Title (Print)  _____ Authorized Signature April 3, 2023 _____ Date			
<i>This form must be completed and returned with your Submittal</i>			



Engineering
**Continuing
Professional
Services**
RFQ # 2023-07

Copy

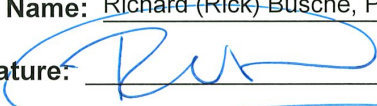
LPOC47002.2023



Prepared for:
City of Wildwood

Prepared by:
Kimley»Horn
Expect More. Experience Better.

RFQ COVER PAGE

Name of Firm, Entity or Organization: Kimley-Horn and Associates, Inc.	
Federal Employer Identification Number (FEIN): 58-0885615	
State of Florida License Number (If Applicable): N/A - See Individual Licenses	
Name of Contact Person: Richard (Rick) Busche, P.E.	
Title: Principal/Senior Vice President	
E-Mail Address: Richard.Busche@kimley-horn.com	
Mailing Address: 1700 SE 17th Street, Suite 200	
Street Address (if different): N/A	
City, State, Zip: Ocala, FL 34471	
Telephone: 352.438.3000	Fax: 561.863.8175
Organizational Structure – Please Check One:	
Corporation ☒ Partnership ☐ Proprietorship ☐ Joint Venture ☐ Other ☐	
If Corporation:	
Date of Incorporation: February 10, 1967 State of Incorporation: North Carolina	
States Registered in as Foreign Corporation: Washington, New York, and Puerto Rico	
Authorized Signature:	
Print Name: Richard (Rick) Busche, P.E.	
Signature: 	
Title: Principal/Senior Vice President	
Phone: 352.438.3028	
<i>This document must be completed and returned with your Submittal.</i>	

Kimley-Horn and Associates, Inc.
FULL CONTRACT SIGNING AUTHORITY
December 15, 2022

The following individuals have authority to sign both standard and non-standard agreements directly related to serving clients ("Project Agreements"). Project Agreements include client contracts, subcontracts, project-specific vendor agreements, IPO's, contract amendments, non-disclosure agreements, teaming agreements, project-specific equipment and facility rental agreements for specific projects, and certifications related to proposals. This document does not grant authorization to sign other types of contracts or legal documents not directly related to client service such as office leases, software purchase or license agreements, tax returns, purchase agreements for supplies, or agreements to procure accounting, legal, recruiting, or similar services.

ATLANTIC

BALTIMORE CITY

Falk, Katherine W.
 Kraft, Jonathan H.

BALTIMORE COUNTY

Leffner, Nicholas J.
 Hutton, Heather

BOSTON

Keegan, Katherine A.

HARRISBURG

Bankert, Larry I.
 McGinley, Steve M.

NEWPORT NEWS

Collins, Carroll E.

NORTHERN VIRGINIA

Byrd, Michael N.
 Carter, Erica V.
 Elman, Paul D.
 Giffin, Geoffrey D.
 Kauppila, John L.
 Koopman, Jennifer R.
 Lefton, Steven E.
 Martin, Robert J.
 Murphy, Erin M.
 Musson, David B.
 Prunty, Robert W.
 Sauro, Thomas J.
 Schrader, Carly N.
 Stevens, Ross S.
 Teague, M. Zach
 Whyte, Richard D.

PHILADELPHIA

CENTER CITY
 Harmon, Amanda R.
 Hughes, Paul W.

PITTSBURGH

Beaves, Adele M.

PRINCETON

Diggan, Tony W.
 Gibson, Adam T.

RICHMOND

Chance, Maxwell P.
 Heustess, Aaron M.
 Hill, Corey
 Lickliter, Ashley C.

McCray, Danielle R.

McPeters, Brian A.
 Perkins, Ryan R.
 White, Timothy E.

VIRGINIA BEACH

Chambers, Jon S.
 Crum, Katie E.
 Davidson, Scott O.
 Farthing, Andrew P.
 France, William D.
 Holland, Kimberly R.
 Holland, Stephen R.
 Jucksch, Rebecca R.
 Mackey, William F.
 Marscheider, Edward A.
 Mertig, Karl E.
 Miller Edward W.
 Moser, Emily A.
 Niss, Robyn M.
 Royal, Jack R.
 Votava Charles F.
 Williams, Kyle D.

WHITE PLAINS

Canning, Thomas J.
 Van Hise, Kevin

CALIFORNIA

LOS ANGELES

Blume, Robert D.
 Chakravarthy, Srikanth
 Fares, Jean B.
 Kyle, Gregory S
 Phaneuf, Alyssa S.
 Ranta, Shahrzad

OAKLAND

Akwabi, Kwasi
 Colety, Mike D.
 Dankberg, Adam J.

ORANGE

Adrian, Darren J.
 Glaze, Jacob S.
 Kerry, Nicole M.
 Matson, Jason B.
 Marechal, Jason A.
 Melchor, Jason J.
 Melvin, M. Pearse
 Phillips, Chad E.

PLEASANTON

Durrenberger, Randal R.

Johnson, Miles R.

Mehta, Parag G.
 Mowery, Michael C.
 Sowers, Brian E.

RIVERSIDE

Cowan, Eugene D.
 Pollock, John A.

SACRAMENTO

Melvin, Enda
 Pittalwala, Fareed S.
 Tait, Zachary T.
 Weir, Matthew D.

SAN DIEGO

Barlow, Matthew T.
 Becker, Justin S.
 Harry, Jennifer L.
 Niss, Joseph D.
 Landaal, Dennis J.
 Madsen, Michael P.
 McCormick, Matthew B.
 McWhorter, Samuel L.
 Podegracz, Anthony J.
 Ullery, Megan R.

SAN JOSE

Hedayat, Leyla
 Meyerhofer, Peter N.
 Venter Frederik J.

CAROLINAS

CHARLESTON

Guy, Jonathan R.

CHARLOTTE

Blakley, Jr., Stephen W.
 Edwards, Matthew A.
 Lewis, Ryan T.
 Pattison, Paul G.
 Taylor, Benjamin S.

COLUMBIA

Iser, Christopher M.

DURHAM DOWNTOWN

Lewellyn, Earl R.

FORT MILL

Holcomb, John E.

RALEIGH

Adams, Richard C.

Barber, Barry L.

Beck, Chadwick W.
 Brewer, Brian J.
 Cochran, Adam P.
 Cook, Richard N.
 Deans, Neil T.
 Denney, Seth A.
 Keil, Ashley R.
 Flanagan, Tammy L.
 Kuzenski, John
 Meador, Emily H.
 Thompson, Erin K.

FLORIDA

BOCA-DELRAY

Spruce, Michael D.
 Webber, Jason A.

FORT LAUDERDALE

Alam, Mudassar M.
 Capelli, Jill A.
 Falce, Christopher T.
 McWilliams, John J.
 Ratay, Gary R.
 Robertson, Stewart E.
 Viola, Stefano F.

FORT MYERS

Bryant, M. Lewis
 Clark, Kellie R.
 Wicks, Amy N.

GAINESVILLE

Towne, Christopher

JACKSONVILLE

Brenny, Martin T.
 Mecca, Joseph P.
 Mullis, Raiford M.
 Roland, George E.
 Shelton, Mark W.

LAKELAND

Lewis, Jason A.
 Wilson, Mark E.
 White, Wayne E.

MELBOURNE

Husainy, Kinan F.

MIAMI

Almonte, Leonte I.
 Baldo, Burt L.
 Buchler, Aaron E.

Collier, Julio A.

Fernandez, Jorge L.
 Fye, Barton J.

OCALA

Busche, Richard V.
 Gartner, Amber L.
 Losito, Gene B.

ORLANDO

Chau, Hao T.
 Lenzen, Brent A.
 Littrell, Lance R.
 Martin, Jonathan A.
 Mingonet, Milton S.
 Stickler, Brooks A.
 Thigpen, Jonathan D.
 Wetherell, Ryan S.

SARASOTA

Klepper, B. Kelley
 Nadeau, Gary J.
 Pankonin, James R.
 Schmid, Seth E.

ST. PETERSBURG

Dodge, Dawn M.
 Walker, Jordan W.

TALLAHASSEE

Barr, Richard R.
 DeVeau, Zachariah A.

TAMPA

Bullock, Kelly B.
 Gilner, Scott W.
 Lee, Nathan Q.

VERO BEACH

Good, Brian A.
 Lawson, Jacob B.
 Roberson, Kevin M.
 Thomas, Melibe S.
 Van Rens, Peter J.

WEST PALM BEACH

Heggen, Christopher W.
 Lee, Jason R.
 Mufleh, Marwan H.
 Rapp, Bryan T.
 Schanen, Kevin M.
 Schwartz, Michael F.
 Sumislaski, James M.

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Tab A.

Statement of Interest



April 4, 2023

City Hall
100 N Main Street
Wildwood, FL 34785

Tab A. Statement of Interest

RE: Engineering Continuing Professional Services RFQ #2023-07

Members of the Selection Committee:

On behalf of Kimley-Horn, we are pleased to submit our qualifications to the City of Wildwood for Engineering Continuing Professional Services. We would like to express our sincere desire to serve you in this critical role. Our experience working with other local governments under continuing service contracts, coupled with our team's existing familiarity with the City of Wildwood, allows us to be prepared for a variety of assignments and needs. Kimley-Horn will provide the following advantages to the City:

Highly Qualified Team of Experts. Kimley-Horn is a strong and vibrant design firm with 110 offices nationwide—17 of which are based in Florida. We offer you a team of committed local professionals experienced in all areas of this RFQ. Project managers **Mohammed Murad, P.E.**, and **Trey Clayton, P.E.**, have spent the last eight years serving the City by leading projects and providing top-quality stormwater, drainage, utilities, roadway, transportation, urban development, traffic, parks and recreation, planning, construction phase services, plan reviews, construction closeout inspections, and site civil facility engineering services. Our history with the City of Wildwood goes back nearly 15 years. Mohammed and Trey are supported by a strong and diverse group of experts who have executed numerous projects—large and small—for Wildwood in past years.

Understanding Your Scope of Work. While good design is a key ingredient, a successful project is one that can be implemented and meets the goals and the vision of this community. We have been successfully executing on-call contracts in the State of Florida, and nationwide, for more than 55 years. Over the last decade, Kimley-Horn has provided continuing services for nearly 200 public-sector clients. This experience gives us the insight to understand your workload, your priorities, and how we can help. Whether we are providing civil, permitting, drainage, utilities, or general site engineering services, we are familiar with the timeframes, schedules, and appropriate levels of documentation for all varied work types that are likely to occur under this contract.

Much of the time, your projects are intertwined with your neighboring municipalities and developments. As well as the City of Wildwood, Kimley-Horn continues to serve other local partners such as Sumter County, the Florida Department of Transportation (FDOT), and the Villages District Governments. Why is this important? We are familiar with issues happening in and around Wildwood. When you are required to coordinate with the above agencies, we are here to help. A trusted advisor, Kimley-Horn can hit the ground running in the right direction to execute your assignments.

Locally Experienced. We have maintained a continuous presence in Wildwood and the surrounding communities for the past 22 years. Over that time, we have witnessed major transformations that have kept Wildwood's community thriving. We are fiercely proud of what makes Wildwood unique and the part we play assisting with engineering and infrastructure needs that allow the City to realize its visions for growth and prosperity. Over the past two decades, you have trusted us to deliver critically important work, time and time again, and we have always delivered our best. **To date, we have served the City on over 1,000 tasks—many of which were completed under our standing on-call contract with the City of Wildwood.**

Wildwood has been an especially important client to Kimley-Horn for decades—you mean a great deal to us. Whether the project in question is small or large, you will receive exceptional partnership throughout.

We look forward to continuing our partnership with you, and pledge to work diligently to ensure that the entire Kimley-Horn team is providing you with the level of service and quality the City deserves.

Sincerely,

Kimley-Horn and Associates, Inc.



Mohammed Murad, P.E.
Project Manager, Civil
Mohammed.Murad@kimley-horn.com



James (Trey) Clayton, P.E.
Project Manager, Utilities
Trey.Clayton@kimley-horn.com



Richard Busche, P.E.
Principal/Senior Vice President
Richard.Busche@kimley-horn.com

Tab B.

Firm Profile



Kimley»Horn

Page 201 of 377

1. Firm (or joint venture) Name & Address Kimley-Horn and Associates, Inc. 1700 SE 17th Street, Suite 200 Ocala, FL 34471	1c. Licensed to do business in the State of Florida <u>X</u> Yes _____ No
1a. Firm is <u>X</u> National _____ Regional _____ Local FEIN # <u>56-0885615</u>	1d. Name, Title & Telephone Number of Principal to Contact Richard (Rick) Busche, Principal/Senior Vice President, 352.438.3028
1b. Firm is a Certified Minority Business Enterprise _____ Yes <u>X</u> No	1e. Address of office to perform work, if different from Item 1 Additional offices include The Villages, Gainesville, and Orlando.
2. If submittal is by joint venture list participating firms and outline specific areas of responsibility (including administrative, technical, and financial) for each firm: N/A	
3a. Has this joint venture previously worked together? Yes No	

State of Florida

Department of State

I certify from the records of this office that KIMLEY-HORN AND ASSOCIATES, INC. is a North Carolina corporation authorized to transact business in the State of Florida, qualified on April 24, 1968.

The document number of this corporation is 821359.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on February 22, 2023, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Twenty-second day of
February, 2023*




Secretary of State

Tracking Number: 9937240518CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

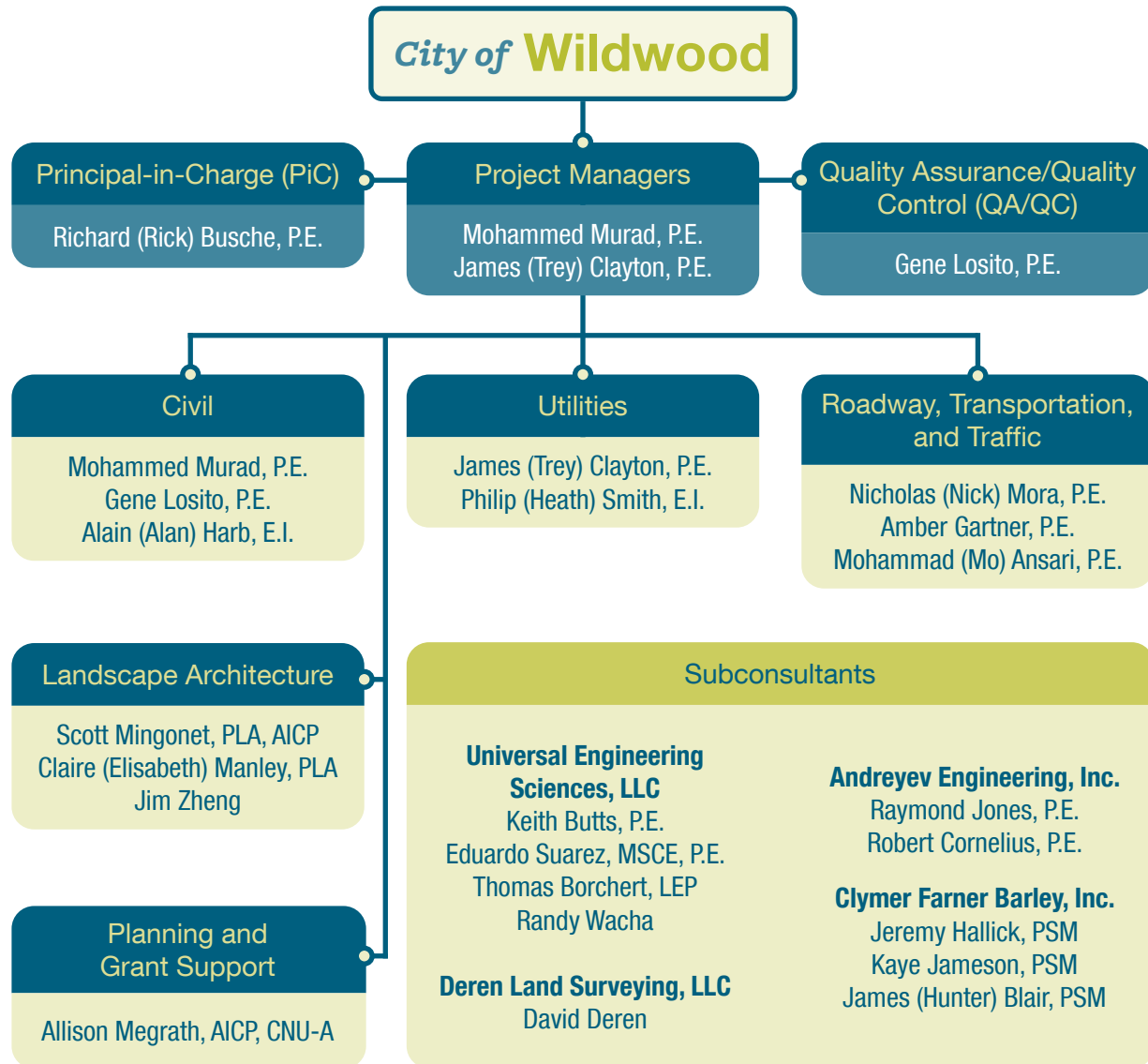
<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

Tab C.

Team Composition and Resumes



Tab C. Team Composition and Resumes





Richard (Rick) Busche, P.E.
Principal-in-Charge (PiC)

Special Qualifications

- More than 26 years of experience successfully managing and delivering large, complex projects for both the public- and private-sectors
- Experienced in commercial, mixed-use, and industrial projects, as well as roadway design, hydrologic modeling and watershed planning, stormwater design, utility design, and residential projects
- Significant experience includes construction phase administration and the oversight of complicated construction projects
- Expertise includes public presentations and public involvement programs, consensus building, and public hearing presentations
- Recognized expert witness in the engineering field

Professional Credentials

- Bachelor of Science, Civil Engineering, University of Florida
- Professional Engineer in Florida

Professional Affiliations

- Member and Past President, Florida Engineering Society (FES)
- Member, National Society of Professional Engineers (NSPE)
- Member, Rotary International (RI)

Representative Experience

Wildwood Civil Engineering Services, Wildwood, FL — Principal-in-Charge (PiC) for the Kimley-Horn team providing all general civil engineering and City Engineer consulting services for the City of Wildwood since 2008. We are responsible for the design of improvement plans for utility and roadway infrastructure, engineering inspection services, the review of engineering plans and applications for development on behalf of the City, attendance at public hearings on behalf of the City, traffic planning services, public workshops, and geographic information system (GIS) mapping services. Select projects for the City include:

- Wildwood Community Redevelopment Area (CRA) Drainage Analysis
- Champagne Farm Water System Preliminary Design Report (PDR)
- Northeast Service Territory Force Main Extension (Trailwinds)
- Okahumpka 8-Inch Water Main Extension

C-466A Widening Project, Sumter County, FL — Project manager to the Sumter County Public Works Department for the widening of a 1.1-mile segment of C-466A through the historic residential district of the City of Wildwood. The project involved a significant public outreach program, including neighborhood meetings and workshops with the Sumter County Board of County Commissioners (BOCC) and the Wildwood City Commission. This project was awarded the “Project of the Year” Horizons Award by the Lake-Sumter Metropolitan Planning Organization (MPO) in 2016.

West Wildwood Fire Station, Sumter County, FL — Project manager. Kimley-Horn prepared planning concepts and cost analyses and coordinated with the fire and rescue departments regarding access and circulation to ensure that the site would fit Sumter County’s long-term needs. Following approval of the site plan, Kimley-Horn prepared civil infrastructure plans and secured all necessary permits. During construction, we provided field support and closeout coordination at the end of the project.

Wildwood Community Redevelopment Agency (CRA) Unity, Enhancement, and Redevelopment Action Plan UERAP), Wildwood, FL — Project engineer. Kimley-Horn assisted the CRA with the creation of the UERAP.

Sumter County Community Development Block Grant (CDBG) Grant Writing and Associated Services, Wildwood, FL — Project engineer. Kimley-Horn assisted Sumter County with the preparation of CDBG funding for an existing subdivision within the City of Wildwood.

SW 49th Avenue/SW 40th Avenue, Phases 2 and 3, Marion County, FL — Project manager. Kimley-Horn was retained to provide full design and permitting services for this four-lane divided highway with two signalized intersections, located just west of I-75, that provides an important north-south collector roadway in this part of Marion County. Our scope of services included full surveying services, environmental field work, full roadway design, permitting services, and bid administration. We also presented the final design plans at a public meeting and to the Board of County Commissioners (BOCC). Value was added by Kimley-Horn’s suggestion that the horizontal and vertical curvature be designed for a higher design speed, so that in the future, if the County elects to perform a speed study and raise the speed limit, the roadway design will support it.



Mohammed Murad, P.E.
Project Manager, Civil

Special Qualifications

- More than eight years of civil engineering experience
- Experienced project manager specializing in residential, commercial, and industrial developments
- Has led projects from concept through design, permitting, and construction and has provided quality control, costs estimates, project bidding, and field inspections
- Software proficiency includes AutoCAD, Synchro, and Highway Capacity Software (HCS)

Professional Credentials

- Bachelor of Science, Civil Engineering, The American University of Sharjah
- Professional Engineer in Florida

Professional Affiliations

- Member, American Society of Civil Engineers (ASCE)

Representative Experience

City of Wildwood Public Works Municipal Building Expansion, Wildwood, FL — Project engineer. In 2020, the City of Wildwood procured Kimley-Horn to provide site civil design and specifications for site improvements for the expansion of their Public Works Facility on Warfield Avenue in Wildwood. We coordinated with the City of Wildwood to obtain all project-specific design specifications and operational requirements for the site, and with the City's architect to obtain building footprints and design information. We prepared a preliminary site plan to serve as a basis of design for the civil plans, showing the horizontal layout of the site. Once the preliminary site plan was approved, site development plans and regulatory agency permitting was completed. Kimley-Horn subcontracted surveying and geotechnical services to support the design and site improvements. We prepared civil construction plans to meet specifications of the City of Wildwood and the Southwest Florida Water Management District (SWFWMD). Following design completion, Kimley-Horn was contracted to provide construction phase services throughout the duration of the project. As part of this task, we completed site investigations, shop drawing reviews, and payment application reviews; responded to requests for additional information by the contractor; attended substantial-completion site visits; provided a final notice of acceptability of the work; and assisted with construction closeout.

Project Clay Drain Road and Signature Drive Preliminary Environmental Study (PES), Design, and Permitting, Wildwood, FL — Project engineer. Kimley-Horn prepared a preliminary engineering report (PER) to identify necessary transportation improvements for the corridor. The PER evaluated natural, physical, and social impacts of no-build and two-build alternatives. Once the preferred alternative was selected, Kimley-Horn was retained to prepare design plans and permit applications. The proposed typical section includes one 11-foot travel lane, a 6-foot paved shoulder, and a two-foot unpaved shoulder in each direction of travel. The design phase includes a route survey for the design, the preparation of a natural resource assessment (NRA) and wetland permitting with the Southwest Florida Water Management District (SWFWMD), a Phase II contamination review, drainage design and permitting with SWFWMD and the Florida Department of Transportation (FDOT), signing and marking plans, signal modification plans and permitting with FDOT, utility coordination, and the preparation of final plans for construction.

Pleasantdale Drive Improvements, Wildwood, FL — Project engineer. Kimley-Horn was retained to provide full design and permitting services for the reconstruction of this roadway, located between CR 466A and its northern terminus. In addition to the roadway reconstruction design, we also designed/permitted a stormwater retention pond, and replaced an existing water main which was in disrepair. Kimley-Horn also assisted the City of Wildwood with the bid preparation and advertisement processes.

City of Ocala Wayfinding Implementation Program, Ocala, FL — Project engineer. The City of Ocala established a wayfinding program for specific civic and recreational uses throughout the City. Kimley-Horn worked with the City to develop plans and specifications for the installation of 183 wayfinding signs. The project included coordination and permitting with the Florida Department of Transportation (FDOT) for signs within the state right-of-way (ROW). Kimley-Horn also assisted the City with the bidding and construction phase.

Wildwood General Engineering Services, Wildwood, FL — Project manager for the on call engineering support. Tasks include drainage improvement projects, roadway and parking improvement projects, development services review, and MS-4 permitting and assistance.



James (Trey) Clayton, P.E.
Project Manager, Utilities

Special Qualifications

- A decade of experience serving as a civil, water, and wastewater engineer
- Software proficiency includes AutoCAD Mechanical, Electrical, and Plumbing (MEP) and Civil 3D, ArcMap Geographic Information System (GIS), Innowyze InfoWater, Innowyze InfoSewer, Bentley WaterCAD, Bentley SewerCAD, Bentley Hammer, Microsoft Project, Inventor, and SketchUp

Professional Credentials

- Bachelor of Science, Agricultural Engineering, Auburn University
- Professional Engineer in Florida

Representative Experience

Wildwood Ashley Water Treatment Plant (WTP), Wildwood, FL — Project engineer. The City of Wildwood constructed a new 0.7-million-gallons-per-day (MGD) WTP at the intersection of CR 231 and SR 44. The WTP project consisted of the installation of a vertical turbine pump, two 10,000-gallon hydropneumatic tanks, a control building, a sodium hypochlorite disinfection system, a chlorine analyzer, a backup generator, 12-inch site piping with associated fittings, a Supervisory Control and Data Acquisition (SCADA) system, site fencing, a camera security system, and an access driveway. This WTP project provided additional water supply and fire flow for the western end of the system along the SR 44 corridor.

Wildwood Oxford Water Treatment Plant (WTP) Design (Lower Floridan Well), Wildwood, FL — Project engineer. Kimley-Horn coordinated with the Southwest Florida Water Management District (SWFWMD) to design, construct, and permit two 1,100-foot-deep lower Floridan potable water wells with a design pumping capacity of 2,600 gallons per minute (GPM) each. The project included geophysical logging, packer testing, and 72-hour pump testing. We also prepared construction plans and specifications for a 3.0-million-gallons-per-day (MGD) water treatment facility (WTF) consisting of packed-tower aeration, synthetic carbon odor control, and sodium hypochlorite disinfection. The project was funded by State of Florida appropriations grants and Florida Department of Environmental Protection State Revolving Fund (FDEP SRF) loans. We provided funding acquisition assistance and grant/loan administration assistance for the City of Wildwood.

City of Wildwood CR 209 12-inch Force Main and Lift Station Rehabilitation, Wildwood, FL — Project engineer. This project included the conversion of the City of Wildwood's existing 40-horsepower (HP) duplex CR 209 lift station to a new 88-HP triplex master lift station, a new Supervisory Control and Data Acquisition (SCADA) control panel, SCADA integration, a new flow meter, a new pressure transducer/transmitter, various electrical and control improvements, the construction of a pretreatment screening structure and a new mechanical bar screen, and the construction of 16,500 feet of 12-inch force main and 9,300 feet of 16-inch force main from the CR 209 lift station to the City's wastewater treatment facility (WWTF).

Wildwood CR 501 Water Treatment Plant (WTP) Filter Design, Wildwood, FL — Project engineer. This pipeline project included the evaluation, design, and permitting for the replacement of 8,000 linear feet of an existing 14-inch diameter polyvinyl chloride (PVC) dimension ratio (DR) 25 C-905 force main that had a history of successive failures.

Bay Laurel Center Community Development District (BLCCDD) North Water Reclamation Facility (WRF), Ocala, FL — Utilities project manager for the Kimley-Horn team responsible for the site selection, design, permitting, and construction phase services of a new 2.5-million-gallons-per-day (MGD) WRF. Kimley-Horn provided process, hydraulic, mechanical, electrical, structural, and site civil design services. We also assisted BLCCDD in securing and managing a \$26-million-dollar grant from the Florida Department of Environmental Protection (FDEP) to aid in project funding. The project is currently under construction and is anticipated to be completed in 2025.



Gene Losito, P.E.
QA/QC, Civil

Special Qualifications

- More than 17 years of civil engineering experience in Central Florida
- Has successfully completed a wide variety of land development projects, from commercial retail to mixed-use developments including residential, office, and hotel uses
- Adept at all aspects of the land development process, from entitlement and development services to design and permitting
- Has provided general civil engineering consulting services to the cities of Wildwood, Dunnellon, Lady Lakes, and Lake Wales, and he is the project manager for a number of private-sector projects
- Software proficiency includes AutoCAD Civil 3D, Interconnected Channel and Pond Routing (ICPR), Ponds, StormCAD, and WaterCAD software

Professional Credentials

- Bachelor of Science, Civil and Environmental Engineering, University of Florida
- Associate of Arts, Civil Engineering, Central Florida Community College
- Professional Engineer in Florida

Professional Affiliations

- Member, American Society of Civil Engineers (ASCE)

Representative Experience

Wildwood Civil Engineering Services, Wildwood, FL — Project manager for the Kimley-Horn team providing all general civil engineering and City Engineer consulting services for the City of Wildwood since 2008. We are responsible for the design of improvement plans for utility and roadway infrastructure, engineering inspection services, the review of engineering plans and applications for development on behalf of the City, attendance at public hearings on behalf of the City, traffic planning services, public workshops, and geographic information system (GIS) mapping services. Select projects for the City include:

- Wildwood Community Redevelopment Area (CRA) Drainage Analysis
- Champagne Farm Water System Preliminary Design Report (PDR)
- Northeast Service Territory Force Main Extension (Trailwinds)
- Okahumpka 8-Inch Water Main Extension

C-466A Widening Project, Sumter County, FL — Project engineer to the Sumter County Public Works Department for the widening of a 1.1-mile segment of C-466A through the historic residential district of the City of Wildwood. The project involved a significant public outreach program, including neighborhood meetings and workshops with the Sumter County Board of County Commissioners (BOCC) and the Wildwood City Commission. This project was awarded the “Project of the Year” Horizons Award by the Lake-Sumter Metropolitan Planning Organization (MPO) in 2016.

Wildwood Ashley Water Treatment Plant (WTP), Wildwood, FL — Project engineer. The City of Wildwood constructed a new 0.7-million-gallons-per-day (MGD) WTP at the intersection of CR 231 and SR 44. The WTP project consisted of the installation of a vertical turbine pump, two 10,000-gallon hydropneumatic tanks, a control building, a sodium hypochlorite disinfection system, a chlorine analyzer, a backup generator, 12-inch site piping with associated fittings, a Supervisory Control and Data Acquisition (SCADA) system, site fencing, a camera security system, and an access driveway. This WTP project provided additional water supply and fire flow for the western end of the system along the SR 44 corridor.

Bay Laurel Center Community Development District (BLCCDD) North Water Reclamation Facility (WRF), Ocala, FL — Development services project manager for the Kimley-Horn team responsible for the site selection, design, permitting, and construction phase services of a new 2.5-million-gallons-per-day (MGD) WRF. Kimley-Horn provided process, hydraulic, mechanical, electrical, structural, and site civil design services. We also assisted BLCCDD in securing and managing a \$26-million-dollar grant from the Florida Department of Environmental Protection (FDEP) to aid in project funding. The project is currently under construction and is anticipated to be completed in 2025.



Nicholas (Nick) Mora, P.E.

Roadway, Transportation, and Traffic

Special Qualifications

- More than two decades of experience in
- roadway design, traffic signalization design, transportation planning, and traffic operations analyses
- Roadway design experience includes the design of roadway infrastructure, such as road widenings, turn lanes, and new roadway facilities, for municipal government agencies
- Transportation planning and traffic operations experience includes preparation of traffic impact analyses

Professional Credentials

- Bachelor of Science, Civil Engineering, University of Florida
- Professional Engineer in Florida

Professional Affiliations

- Member and Past President, Florida Engineering Society (FES)

Representative Experience

Pleasantdale Drive Improvements, Wildwood, FL — Engineer of Record (EoR). Kimley-Horn was retained to provide full design and permitting services for the reconstruction of this roadway, located between CR 466A and its northern terminus. In addition to the roadway reconstruction design, we also designed/permited a stormwater retention pond, and replaced an existing water main which was in disrepair. Kimley-Horn also assisted the City of Wildwood with the bid preparation and advertisement processes.

SW 49th Avenue/SW 40th Avenue, Phases 2 and 3, Marion County, FL — Project engineer. Kimley-Horn was retained to provide full design and permitting services for this four-lane divided highway with two signalized intersections, located just west of I-75, that provides an important north-south collector roadway in this part of Marion County. Our scope of services included full surveying services, environmental field work, full roadway design, permitting services, and bid administration. We also presented the final design plans at a public meeting and to the Board of County Commissioners (BOCC). Value was added by Kimley-Horn's suggestion that the horizontal and vertical curvature be designed for a higher design speed, so that in the future, if the County elects to perform a speed study and raise the speed limit, the roadway design will support it.

Sumter County Engineering Design Services for C-475 Small County Outreach Program (SCOP) Project, Sumter County, FL — Engineer of Record (EoR). This project involved widening and other improvements for existing C-475 limits, beginning 600 feet north of Walker Avenue in Bushnell and ending at the I-75 northbound exit ramp. Improvements included the milling and resurfacing of the existing asphalt surface course along the length of the project; the design and permitting of a potable water main extension; surveying and mapping services; geotechnical explorations; environmental assessments and permitting; roadway design and construction plans; hydrologic, hydraulic, and structural components of the proposed Jumper Creek Bridge crossing; permitting; and the preparation of bid documents and bid assistance.

Morse Boulevard & Warm Springs Avenue Roundabout Improvement, Wildwood, FL — Engineer of Record (EoR). Kimley-Horn designed roadway and roundabout improvements along Warm Springs Avenue in Sumter County. The project involved the design of a multi-lane roundabout along an existing four-lane roadway. We designed and permitted improvements, coordinated with impacted utility owners which had infrastructure in the right-of-way (ROW), and provided construction phase assistance.

Butler Plaza Signal Designs, Gainesville, FL — Project manager. As Engineer of Record (EoR), Kimley-Horn led the design of three new traffic signals and the modification of one traffic signal surrounding the Butler Plaza retail development along Archer Road in Gainesville. This project required the preparation of signal plans and structural analyses for permitting through the Florida Department of Transportation (FDOT), the City of Gainesville, and Alachua County. We also conducted project closeout certifications.



Amber Gartner, P.E.

Roadway, Transportation, and Traffic

Special Qualifications

- More than 16 years of transportation engineering experience that includes design traffic forecasting, traffic impact analysis (TIA), transportation planning, transportation modeling, signal design, driveway design and permitting, pavement management, and roadway design
- Experience with bidding and construction phase administration assistance
- Familiar with organizing and hosting public meetings and building consensus with the public and local officials

Professional Credentials

- Master of Science, Civil Engineering, University of Florida
- Bachelor of Science, Materials Science and Engineering, University of Florida
- Professional Engineer in Florida

Professional Affiliations

- Region 2 Vice President, Florida Engineering Society (FES)

Representative Experience

Clay Drain Road and Signature Drive Preliminary Environmental Study (PES), Design, and Permitting, Wildwood, FL — Project manager. Kimley-Horn prepared a preliminary engineering report (PER) to identify necessary transportation improvements for the corridor. The PER evaluated natural, physical, and social impacts of no-build and two-build alternatives. Once the preferred alternative was selected, Kimley-Horn was retained to prepare design plans and permit applications. The proposed typical section includes one 11-foot travel lane, a 6-foot paved shoulder, and a two-foot unpaved shoulder in each direction of travel. The design phase includes a route survey for the design, the preparation of a natural resource assessment (NRA) and wetland permitting with the Southwest Florida Water Management District (SWFWMD), a Phase II contamination review, drainage design and permitting with SWFWMD and the Florida Department of Transportation (FDOT), signing and marking plans, signal modification plans and permitting with FDOT, utility coordination, and the preparation of final plans for construction.

SW 49th Avenue South Phase Preliminary Engineering Report (PER) and Design, Marion County, FL — Project manager. Kimley-Horn evaluated alternative alignments of a proposed 2.6 mile, four-lane roadway extension to support increasing development in Southwest Marion County. This project involved project traffic forecasting, a pond siting analysis, an engineering analysis, an environmental analysis, a geotechnical analysis, utility coordination, cost estimates, an alternatives analysis, and significant public involvement. It required significant coordination with Marion County, the Board of County Commissioners (BOCC), the Ocala Marion Transportation Planning Organization (TPO), community stakeholders, and the public. Since adoption of the PER in February of 2018, we have been working with Marion County to implement the project within multiple phases. The third phase is in design.

CR 318 Traffic Study, Marion County, FL — Project manager. Kimley-Horn performed a traffic operational and impact analysis to evaluate impacts of proposed developments along CR 318. Our traffic study included traffic forecasting, an intersection and roadway operational analysis, development recommendations for improved traffic operations and estimated costs, and the preparation of a report and graphics that were used for a presentation to the Board of County Commissioners (BOCC).

Marion Oaks Boulevard at CR 484 Operational Analysis and Design, Marion County, FL — Project manager. Kimley-Horn prepared a traffic operational and safety evaluation for the intersection of CR 484 and Marion Oaks Boulevard. The County desired improvements at the intersection to address safety and operational concerns due to increased traffic in Southwest Marion County. We provided traffic projections, a traffic operational analysis, crash data review, recommendations, the preparation of a conceptual intersection layout, and the development of estimated costs. The County used the study to acquire safety funding from the Florida Department of Transportation (FDOT). Our design scope includes survey, signal and roadway design, an environmental assessment, the preparation of a minor modification to the Southwest Florida Water Management District (SWFWMD), and permitting coordination with Marion County and FDOT for the funding agreement.



Mohammad (Mo) Ansari, P.E.

Roadway, Transportation, and Traffic

Special Qualifications

- More than 15 years of experience working on roadway projects throughout Florida
- Brings extensive Florida Department of Transportation (FDOT) experience across several districts
- Has recently served local municipal clients, notably Marion County and Sumter County, as well as the City of Ocala and the Villages
- Proficient in MicroStation and AutoCAD

Professional Credentials

- Bachelor of Science, Civil Engineering, Florida International University
- Professional Engineer in Florida

Professional Affiliations

- Member, Florida Engineering Society (FES)
- Member, American Society of Civil Engineers (ASCE)

Representative Experience

CR 484 Widening, Marion County, FL — Project manager. Kimley-Horn provided design, permitting, bidding assistance, and post-design services for the widening of CR 484 in Marion County. This project widened and reconstructed CR 484, from Marion Oaks Pass to Marion Oaks Course, and included two new signalized intersections at Florida Crossroads Commerce Park (FCCP) Road/SW 57th Ave Road, and SW 49th Court Road. It also included utility design for the extension of existing water and force mains. The primary objective was to widen CR 484 from an existing two-lane undivided roadway to a four-lane divided roadway to support future traffic and a future industrial park, as part of a Future Job Growth Infrastructure Grant Agreement with the Florida Department of Economic Opportunity (DEO).

Florida Crossroads Commerce Park Road (FCCP Road)/SW 57th Ave Road, Marion County, FL — Project manager. Kimley-Horn provided design, permitting, and bidding assistance services for FCCP Road/SW 57th Ave Road in Marion County. This project consisted of a new roadway from CR 484 due south through an agricultural area. The primary objective of this project was to provide access to a future industrial park, as part of a Future Job Growth Infrastructure Grant Agreement with the State of Florida Department of Economic Opportunity (DEO). Our scope of services included roadway design; drainage design; an environmental analysis; utility design; signing and pavement marking; utility coordination; permitting with Marion County, the Southwest Florida Water Management District (SWFWMD), the U.S. Fish and Wildlife Service (USFWS), and the Florida Fish and Wildlife Conservation Commission (FWC); and bidding assistance.

SW 49th Avenue South Phase Preliminary Engineering Report (PER) and Design, Marion County, FL — Deputy project manager. Kimley-Horn evaluated alternative alignments of a proposed 2.6 mile, four-lane roadway extension to support increasing development in Southwest Marion County. This project involved project traffic forecasting, a pond siting analysis, an engineering analysis, an environmental analysis, a geotechnical analysis, utility coordination, cost estimates, an alternatives analysis, and significant public involvement. It required significant coordination with Marion County, the Board of County Commissioners (BOCC), the Ocala Marion Transportation Planning Organization (TPO), community stakeholders, and the public. Since adoption of the PER in February of 2018, we have been working with Marion County to implement the project within multiple phases. The third phase is in design.

SW 49th Avenue/SW 40th Avenue, Phases 2 and 3, Marion County, FL — Deputy project manager. Kimley-Horn was retained to provide full design and permitting services for this four-lane divided highway with two signalized intersections, located just west of I-75, that provides an important north-south collector roadway in this part of Marion County. Our scope of services included full surveying services, environmental field work, full roadway design, permitting services, and bid administration. We also presented the final design plans at a public meeting and to the Board of County Commissioners (BOCC). Value was added by Kimley-Horn's suggestion that the horizontal and vertical curvature be designed for a higher design speed, so that in the future, if the County elects to perform a speed study and raise the speed limit, the roadway design will support it.



Scott Mingonet, PLA, AICP

Landscape Architecture

Special Qualifications

- More than 32 years of experience in landscape architecture, urban design, and land planning
- Involved in every aspect of multidiscipline urban revitalization projects and master planning, from initial visioning to final implementation, and assists municipalities in developing urban streetscape programs that serve as catalysts for revitalization
- Overall experience ranges from the development of active and passive recreation opportunities to master planning for major residential/golf communities

Professional Credentials

- Bachelor of Landscape Architecture, University of Florida
- Associate of Arts, Computer Science, Lake Sumter Community College
- Professional Landscape Architect in Florida
- Council of Landscape Architectural Registration Boards (CLARB)

Professional Affiliations

- District Chair, Urban Land Institute (ULI)
- Member, American Planning Association (APA)
- Member, American Institute of Certified Planners (AICP)
- Member, American Society of Landscape Architects (ASLA)

Representative Experience

Wildwood Community Redevelopment Agency (CRA) Unity, Enhancement, and Redevelopment Action Plan UERAP), Wildwood, FL — Landscape architect. Kimley-Horn assisted the CRA with the creation of the UERAP.

City of Groveland Community Redevelopment Agency (CRA) Overlay District, Groveland, FL — Project manager. Kimley-Horn is providing professional design services for the City of Groveland in anticipation for the realignment of SR 50 as it creates a “bypass” around historic Downtown Groveland. In preparation of the Overlay Zoning Code Development, Kimley-Horn is analyzing existing documentation and preparing implementing regulatory standards. Illustrated code standards will be developed to support the derived standards.

Ocala Gateway, Ocala, FL — Landscape architect. Kimley-Horn provided updated creative concepts and budget cost estimating for gateway signage concepts at the I-75/42nd Street Flyover location. We also created concepts for the 42nd Street Flyover Community Aesthetic Feature (CAF) using images representative of the rural horse farm community, as well as illuminated OCALA letters on the bridge and lighted icons on either side of the bridge abutments to enhance the gateway.

North Beach Recreational Corridor, Miami, FL — Project manager for this two-mile corridor located between condominiums and the dunes. Kimley-Horn’s scope of services included corridor master planning, consensus building, and preliminary cost estimates. Every element of pedestrian and bicycle comfort and safety was considered. We also obtained a \$1.6-million Intermodal Surface Transportation Efficiency Act (ISTEA) grant and provided agency partnering that resulted in project approval from the Florida Department of Transportation (FDOT), the Florida Department of Environmental Protection (FDEP), and the Metropolitan Planning Organization (MPO).

Town of Bay Harbor Islands Business District Revitalization, Bay Harbor Islands, FL — Served as project manager to obtain \$150,000 in Florida Highway Beautification Grants for landscape architecture improvements. Kimley-Horn was responsible for the urban design and landscape architecture rehabilitation of the central business district (CBD) and consensus building for community enhancements associated with roadway, drainage, utility, and beautification improvements.

City of Ocala Osceola Trail (aka Osceola Trak) Improvements, Ocala, FL Project planner. Kimley-Horn prepared design concepts for the addition of hardscape, site furnishings, lighting, landscape, public art, public gathering areas, interface with catalytic sites along the trail, and wayfinding signage. Osceola Trak is part of the extensive planned trail network within Ocala and Marion County, connecting Downtown Ocala to the Heart of Florida Loop.

Canaveral City Park Concept Plan, Cape Canaveral, FL — Landscape architect on the Kimley-Horn team that was selected to provide conceptual planning for Canaveral City Park. Kimley-Horn produced master plan renderings that illustrated potential program elements and spatial arrangement.



Claire (Elisabeth) Manley, PLA

Landscape Architecture

Special Qualifications

- Twenty-two years of experience in landscape architecture
- Specializes in designing public and private site-improvement projects throughout Florida
- Over the course of her career, Elisabeth has served on a number of park and recreational projects in Central Florida
- Provides project management, public facilitation, sustainability calculations, and the full spectrum of landscape architectural services

Professional Credentials

- Master of Landscape Architecture, University of Florida
- Bachelor of Science, Biology, Florida State university
- Professional Landscape Architect in Florida

Professional Affiliations

- Member, American Society of Landscape Architects (ASLA)

Representative Experience

Prior to joining Kimley-Horn, Elisabeth worked on the following projects:

Kiwanis Girl Scout Park, Gainesville, FL — Served as prime consultant, landscape architect, and project manager for master planning, construction documentation, permitting, and construction administration of this three-acre park including a new playground with a picnic area, trails, a bridge, parking, and a renovated neighborhood center.

Northside Park, Gainesville, FL — Served as the landscape architect and lead designer responsible for site planning, design, construction documentation, permitting, and construction administration of \$2-million-dollars' worth of new improvements for this 21-acre park including new sports courts, picnic areas, a destination playground, and disc golf course improvements.

Wooton Wonderland Playground, Tavares, FL — Served as lead designer and project manager to provide schematic design, stakeholder input meetings, client coordination, construction document production, and construction administration for this new \$1.4-million-dollar destination playground with splashpad renovations.

University of Florida (UF) 656 Northeast and Newell Gateways, Gainesville, FL
Assisted with construction administration for hardscape, landscape, and irrigation improvements of two new campus vehicular gateways.

University of Florida (UF) Emerson Courtyard, Gainesville, FL — Served as the landscape architect who led schematic design for a renovated and expanded academic courtyard.

University of Florida (UF) 642 SW Roadways, Gainesville, FL — Served as the lead designer and landscape architect for a new vehicular gateway, as well as landscape and irrigation design and construction observation for the project corridor.

Santa Fe College (SFC) Blount Center, Gainesville, FL — Served as landscape architect providing site planning and hardscape, landscape, and irrigation design for the expansion of SFC's downtown campus. Elisabeth also coordinated with numerous local agencies.



Allison Megrath, AICP, CNU-A

Planning and Grant Support

Special Qualifications

- More than 30 years of experience in project management, industrial site certification, stakeholder engagement, land use planning and zoning, regulatory compliance, grant writing and administration, and economic development
- Familiar with many other traditional and non-traditional funding programs such as Community Planning Technical Assistance (CPTA) grants, Florida Recreation and Development Assistance Program (FRDAP) grants, Community Development Block Grants (CDBGs), Water Management District Rural Economic Development Innovation (WMD REDI) grants, and legislative appropriations
- Prior to a firmwide upgrade of internal software, Allison and her team assembled a database of nearly 400 grant and loan funding programs to readily identify funding sources for their clients

Professional Credentials

- Bachelor of Urban Studies, University of Toronto
- Certified Planner
- Congress for the New Urbanism-Accredited (CNU-A)

Representative Experience

Wildwood Community Redevelopment Agency (CRA) Unity, Enhancement, and Redevelopment Action Plan UERAP), Wildwood, FL — Landscape architect. Kimley-Horn assisted the CRA with the creation of the UERAP.

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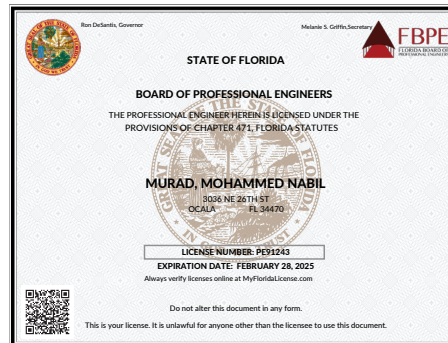
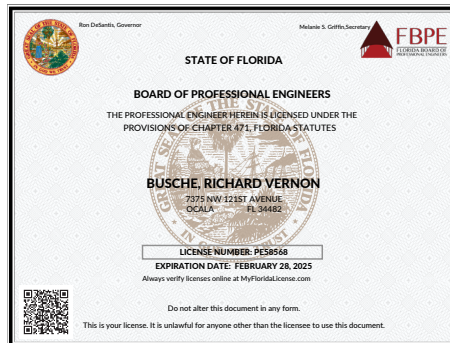
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Canaveral City Park Concept Plan, Cape Canaveral, FL — Landscape architect on the Kimley-Horn team that was selected to provide conceptual planning for Canaveral City Park. Kimley-Horn produced master plan renderings that illustrated potential program elements and spatial arrangement.

Kimley-Horn



Florida Department of Business & Professional Regulation

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LICENSEE DETAILS

Licensee Information

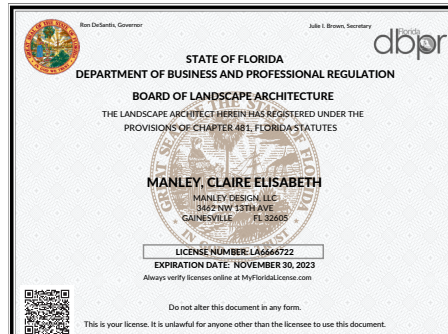
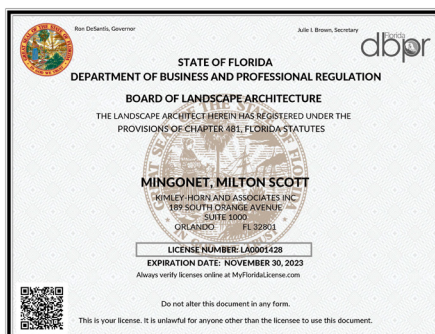
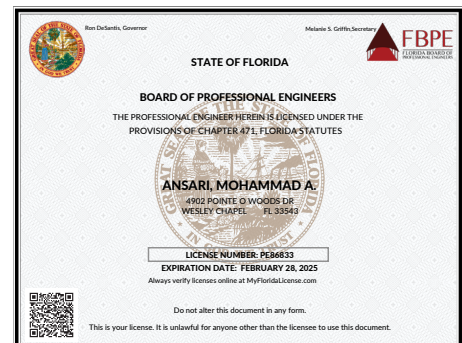
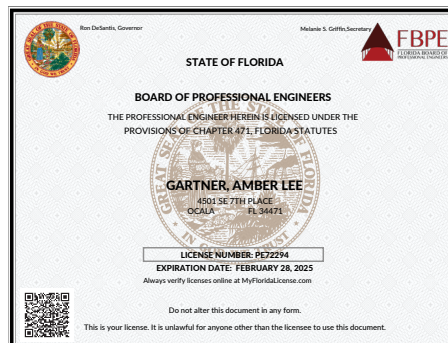
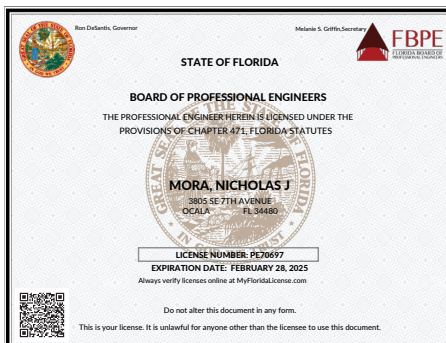
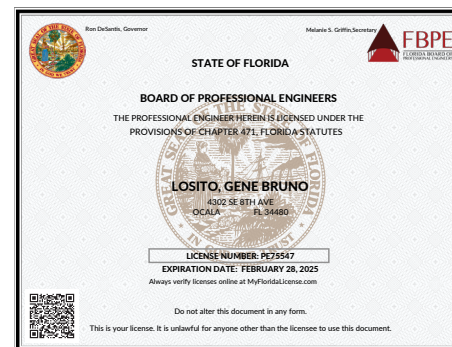
Name: CLAYTON, JAMES ERWIN (Primary Name)
Main Address: 11935 SE SUNSET HARBOR ROAD
WEIRSDALE Florida 32195
County: MARION

License Information

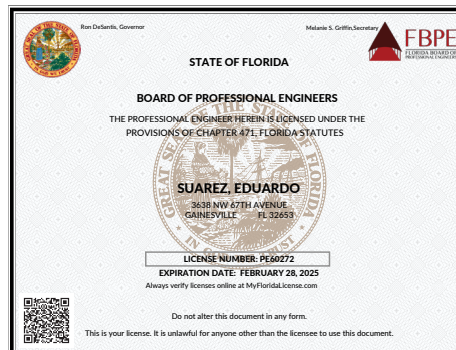
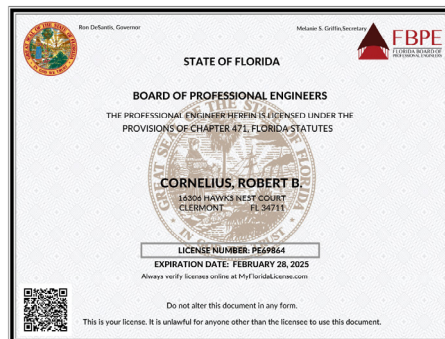
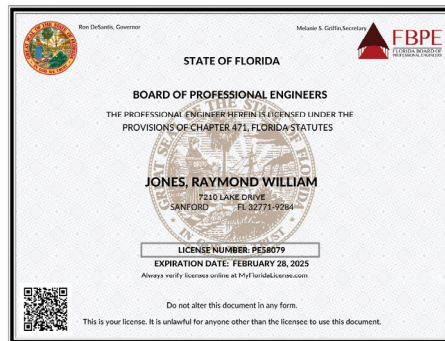
License Type: Professional Engineer
Rank: Prof Engineer
License Number: 98813
Status: Current/Active
License Date: 02/16/2021
Expires: 02/28/2025

Special Qualifications

Civil 02/16/2021



Subconsultants



THE OFFICIAL SITE OF THE FLORIDA DEPARTMENT OF BUSINESS & PROFESSIONAL REGULATION

dbpr Department of Business & Professional Regulation

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11:20:15 AM 3/10/2023

LICENSEE DETAILS

Licensee Information

Name: ANDREYEV ENGINEERING, INC. (Primary Name)
Main Address: 4055 ST. JOHNS PARKWAY
SANFORD Florida 32771
County: SEMNOLE

License Information

License Type: Engineering Business Registry
Rank: Registry
License Number: 7634
Status: Current
License Date: 02/10/1997
Expires:

Special Qualifications

Qualification Effective

Alternate Names

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2601 Blair Stone Road, Tallahassee FL 32399 :: Email: Customer Contact Center :: Customer Contact Center: 850.487.1385
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Under Florida law, email addresses are public records. If you do not want your email address released in response to a public-records request, do not send electronic mail to this entity. Instead, contact the office by phone or by traditional mail. If you have any questions, please contact 850.487.1385. Pursuant to Section 456.27(1), Florida Statutes, effective October 1, 2012, licensees licensed under Chapter 456, F.S., must provide the Department with an email address if they have one. The email provided may be used for official communication with the licensee. However email addresses are not public record. If you do not wish to supply a personal address, please provide the Department with an email address which can be made available to the public. Please see our Chapter 456 page to determine if you are affected by this change.

DEREN LAND SURVEYING, LLC					Complaints 0
4605 NW 6TH ST STE H, GAINESVILLE, FL 32609-1772					Print
Phone 352-331-0010					
License Type	License#	Issued	Expires	Status	
Surveyor Business	LB7996	01/04/13	02/28/25	Active	
Surveyor of Record	LS6946	06/02/13	02/28/25	Active	

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11:31:00 AM 3/31/2023

LICENSEE SEARCH OPTIONS

Data Contained In Search Results Is Current As Of 03/31/2023 11:29 AM.

Search Results - 1 Records

Please see our [glossary of terms](#) for an explanation of the license status shown in these search results.
For additional information, including any complaints or discipline, click on the name.

License Type	Name	Name Type	License Number/ Rank	Status/Expires
Professional Engineer	BUTTS, KEITH LATIMER	Primary	53986 Prof Engineer	Current, Active 02/28/2025

Main Address*: 9347 SW 84TH STREET GAINESVILLE, FL 32608

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Florida Department of Agriculture and Consumer Services
Division of Consumer Services
Board of Professional Surveyors and Mappers
2005 Apalachee Pkwy Tallahassee, Florida 32399-6500
800HELPFLA(435-7352) or (850) 488-2221

February 14, 2023

CLYMER FARNER BARLEY SURVEYING, LLC
4450 NE 83RD ROAD
WILDWOOD, FL 34785

SUBJECT: Professional Surveyor and Mapper Business Certificate # LB8498

Your application / renewal as a professional surveyor and mapper business as required by Chapter 472, Florida Statutes, has been received and processed.

The license appears below and is valid through February 28, 2025.

You are required to keep your information with the Board current. Please visit our website at www.800helpfla.com/psm to create your online account. If you have already created your online account, you can use the website to maintain your license. You can also find other valuable information on the website.

If you have any questions, please do not hesitate to call the Division of Consumer Services, Board of Professional Surveyors and Mappers at 800-435-7352 or 850-488-2221.

Detach Here



Florida Department of Agriculture and Consumer Services
Division of Consumer Services
Board of Professional Surveyors and Mappers
2005 Apalachee Pkwy Tallahassee, Florida 32399-6500

License No.: **LB8498**
Expiration Date February 28, 2025

Professional Surveyor and Mapper Business License

Under the provisions of Chapter 472, Florida Statutes

CLYMER FARNER BARLEY SURVEYING, LLC
4450 NE 83RD ROAD
WILDWOOD, FL 34785

WILTON SIMPSON
COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.



Florida Department of Agriculture and Consumer Services
Division of Consumer Services
Board of Professional Surveyors and Mappers
2005 Apalachee Pkwy Tallahassee, Florida 32399-6500
800HELPFLA(435-7352) or (850) 488-2221

February 28, 2023

JEREMY D HALLICK
4450 NE 83RD RD
WILDWOOD, FL 34785-9186

SUBJECT: Professional Surveyor and Mapper License # LS6715

Your application / renewal as a professional surveyor and mapper as required by Chapter 472, Florida Statutes, has been received and processed.

The license appears below and is valid through February 28, 2025.

You are required to keep your information with the Board current. Please visit our website at www.800helpfla.com/psm to create your online account. If you have already created your online account, you can use the website to maintain your license. You can also find other valuable information on the website.

If you have any questions, please do not hesitate to call the Division of Consumer Services, Board of Professional Surveyors and Mappers at 800-435-7352 or 850-488-2221.

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Florida Department of Agriculture and Consumer Services
Board of Professional Surveyors and Mappers

LS6715

Professional Surveyor and Mapper
JEREMY D HALLICK

IS LICENSED under the provisions of Ch. 472 FS
Expiration date: February 28, 2025

Detach Here



Florida Department of Agriculture and Consumer Services
Division of Consumer Services
Board of Professional Surveyors and Mappers
2005 Apalachee Pkwy Tallahassee, Florida 32399-6500

License No.: **LS6715**
Expiration Date February 28, 2025

Professional Surveyor and Mapper License

Under the provisions of Chapter 472, Florida Statutes

JEREMY D HALLICK
4450 NE 83RD RD
WILDWOOD, FL 34785-9186

WILTON SIMPSON
COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.



Florida Department of Agriculture and Consumer Services
Division of Consumer Services
Board of Professional Surveyors and Mappers
2005 Apalachee Pkwy Tallahassee, Florida 32399-6500
800HELPFLA(435-7352) or (850) 488-2221

March 1, 2023

JAMES H BLAIR
4450 NE 83RD RD
WILDWOOD, FL 34785-9186

SUBJECT: Professional Surveyor and Mapper License # LS6917

Your application / renewal as a professional surveyor and mapper as required by Chapter 472, Florida Statutes, has been received and processed.

The license appears below and is valid through February 28, 2025.

You are required to keep your information with the Board current. Please visit our website at www.800helpfla.com/psm to create your online account. If you have already created your online account, you can use the website to maintain your license. You can also find other valuable information on the website.

If you have any questions, please do not hesitate to call the Division of Consumer Services, Board of Professional Surveyors and Mappers at 800-435-7352 or 850-488-2221.

Detach Here



Florida Department of Agriculture and Consumer Services
Division of Consumer Services
Board of Professional Surveyors and Mappers

LS6917

Professional Surveyor and Mapper
JAMES H BLAIR

IS LICENSED under the provisions of Ch. 472 FS
Expiration date: February 28, 2025

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Florida Department of Agriculture and Consumer Services
Division of Consumer Services
Board of Professional Surveyors and Mappers
2005 Apalachee Pkwy Tallahassee, Florida 32399-6500

License No.: **LS6917**
Expiration Date February 28, 2025

Professional Surveyor and Mapper License

Under the provisions of Chapter 472, Florida Statutes

JAMES H BLAIR
4450 NE 83RD RD
WILDWOOD, FL 34785-9186

WILTON SIMPSON
COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.



Florida Department of Agriculture and Consumer Services
Division of Consumer Services
Board of Professional Surveyors and Mappers
2005 Apalachee Pkwy Tallahassee, Florida 32399-6500

License No.: **LS5912**
Expiration Date February 28, 2025

Professional Surveyor and Mapper License

Under the provisions of Chapter 472, Florida Statutes

KAYE M. JAMESON
10834 CLAIRE DR
LEESBURG, FL 34788-4603

WILTON SIMPSON
COMMISSIONER OF AGRICULTURE

This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.

Tab D.

Outside Key Consultants



Tab D. Outside Key Consultants

FORM 2

OUTSIDE KEY CONSULTANTS

If respondent is not a joint venture, list outside key consultants/associates that shall be used for the proposed project. (Form may be reproduced if additional space is necessary.) Include resume of all individuals assigned to this project including projects they have worked on and contact names for each.

Company Name: Universal Engineering Sciences, LLC

Address of office proposed: 3532 Maggie Blvd, Orlando, FL 32811

Role (i.e. Geotechnical, Environmental, Surveying...)	Projected % of Over-All Work	Name of Individual Assigned	Firm Worked with prime before (Yes or No)
Geotechnical and Environmental	1%	Keith Butts, P.E.; Eduardo Suarez, MSCE, P.E.; Thomas Borchert, LEP; Randy Wacha	Yes

Company Name: Andreyev Engineering, Inc.

Address of office proposed: 4055 St. Johns Pkwy, Sanford, FL 32771

Role (i.e. Geotechnical, Environmental, Surveying...)	Projected % of Over-All Work	Name of Individual Assigned	Firm Worked with prime before (Yes or No)
Environmental and Geotechnical	2%	Raymond Jones, P.E. Robert Cornelius, P.E.	Yes

Company Name: Deren Land Surveying, LLC

Address of office proposed: 4605 NW 6th Street, Unit H, Gainesville, FL 32609

Role (i.e. Geotechnical, Environmental, Surveying...)	Projected % of Over-All Work	Name of Individual Assigned	Firm Worked with prime before (Yes or No)
Surveying	2.5%	David Deren	Yes

Company Name: Clymer Farner Barley, Inc.

Address of office proposed: 4450 NE 83rd Road, Wildwood, FL 34785

Role (i.e. Geotechnical, Environmental, Surveying...)	Projected % of Over-All Work	Name of Individual Assigned	Firm Worked with prime before (Yes or No)
Surveying	2.5%	Jeremy Hallick, PSM; Kaye Jameson, PSM; James (Hunter) Blair, PSM	Yes

Are there any contractual agreements between the respondent (prime consultant) and any of the proposed sub-consultants? ☒ yes ☐ no

If the answer is yes, the respondent shall attach, with their submittal, information describing the contractual relationship including a copy of any written contractual agreement. Please refer to Tab J. Additional Required Documents for copies of Kimley-Horn's contractual agreements with our subconsultants.



Education

BS, Civil Engineering,
University of Florida

Years of Experience

29

Years with the Firm

17

Licenses

- Professional Engineer, FL,
AL, GA

Keith L. Butts, P.E.

Regional Manager/ Principal in Charge/ Design Lead

Keith has 29 years of related experience in the fields of geotechnical engineering, materials testing, forensic investigations, and environmental assessments. He is responsible for geotechnical, construction testing and inspection, and environmental projects. Keith has been involved in numerous private and public sector projects including: educational facilities, multi-family apartment/condominium complexes, residential subdivisions, private residences, warehouse and commercial facilities, corporate and industrial parks, resort facilities, multi-level structures, restaurants, commercial retail outlets, pavement design and evaluation, storm water management systems, sinkhole explorations, detention facilities, and airport/seaport facilities. Additionally, Keith has served as primary contact for multiple county continuing services contracts.

PROJECT EXPERIENCE

University of Florida Levin College of Law Advocacy Center

Alachua County, Florida

Senior Project Engineer for multiple story educational facility in both the geotechnical and construction inspection and testing phases of the project. Provided design considerations include foundation recommendations, groundwater control, pavement design, and site preparation. Also provided oversight and direction during the construction inspection and testing phase of the project.

Shands Hospital 192 Bed Cancer Center and Parking Garage

Alachua County, Florida

Senior Project Engineer for hospital and parking garage in both the geotechnical and construction inspection and testing phases of the project. Provided design considerations include foundation recommendations, groundwater control, and site preparation. Also provided oversight and direction during the construction inspection and testing phase of the projects.

University of Florida SW Parking Garage

Alachua County, Florida

Senior Project Engineer for the parking garage in both the geotechnical and construction inspection and testing phases of the project. Assisted in providing design considerations include foundation recommendations, groundwater control, and site preparation. Also provided oversight and direction during the construction inspection and testing phase of the project.

Santa Fe Community College Training Facility

Alachua County, Florida

Senior Project Engineer for educational facility during the construction inspection and testing phase of the project.

Marion Oaks Water Main ARPA

Marion County, Florida

Senior Geotechnical Engineer for water main project. Keith provided a subsurface exploration in the client selected 60 boring areas. UES provided groundwater evaluation, soil classifications, and provided recommendations for on site soils as fill for future improvements.



Education

Postgraduate, Geotechnical Engineering, U. Politecnica of Catalunya

MS, Civil Engineering, North Carolina State University

BS, Civil Engineering, University of Santo Tomas

Years of Experience

32

Licenses & Certifications

- Professional Engineer, FL

Professional Affiliations

- GEO-Institute of ASCE- ISSMGE (International Society for Soil Mechanics and Geotechnical Engineers)

Eduardo Suarez, MSCE, PE

Senior Geotechnical Engineer

Eduardo has over 30 years experience in geotechnical engineering and project management. His geotechnical experience includes roadway and bridges, commercial and residential development, and large-scale water treatment facility projects. His experience involves work during the phases of design and construction. Project administration experience includes scheduling, cost estimation and review of completed work.

PROJECT EXPERIENCE

UF- Harn Museum - Asian Art Wing

Gainesville, FL

Senior Project Engineer provided geotechnical exploration and foundation recommendations for Harn Museum Addition/Lepidoptra Center.

UF- Mallory North Hall

Gainesville, FL

Senior Project Engineer provided geotechnical field exploration and consulting as well as sink hole evaluation.

UF- Harn Museum - Detention Ponds

Gainesville, FL

Project Engineer provided geotechnical exploration, ground monitoring, & remediation plan for sinkhole.

Biomass Fired Electric Generation Facility

Gainesville Renewable Energy Center, Florida

Geotechnical Project Engineer (EOR) for a proposed 100 MW Electric Generation Facilities and associated structures. Performed geotechnical engineering recommendations, estimated bearing capacity, settlement, shallow, deep foundations recommendations.

Wastewater Treatment Facility Effluent Treatment

High Springs, FL

Senior Project Engineer provided geotechnical exploration and engineering report for future WWTP.

Deerhaven Generating Station Unit 2

Gainesville Regional Utilities, Florida

Geotechnical Project Engineer (EOR) for a proposed Air Quality Control Retrofit Unit and associated structures. Performed geotechnical engineering recommendations, estimated bearing capacity, settlement, shallow, deep foundations recommendations.

S.R. 26 over U.S. 301 Interchange

Alachua County, FL

Geotechnical Project Engineer (EOR) for the proposed realignment to S.R. 26 over US 301. Performed geotechnical engineering recommendation for 1.8 miles of new roadway and a 300-foot long bridge.

SR 20 Reconstruction

Putnam County, FL

Geotechnical Engineer provided geotechnical exploration and engineering report for Bridge over Wetland, reconstruction of State Road 20 from two to four lane roadway.

C.R. 229 Bridge Replacement over New River

Union County, FL

Geotechnical Project Engineer (EOR) for the proposed bridge replacement. Performed geotechnical engineering recommendations for half mile of an approach roadway and a 525-foot long bridge.



Education

BS, Environmental Studies,
Florida State University

Years of Experience

13

Certifications

- INSTEP Licensed Environmental Professional
- FDEP Qualified Stormwater Management Inspector
- American Safety & Health Institute Certified in CPR/AED, First Aid & Bloodborne Pathogens
- Confined Space
- FDOT Tier 1 Illicit Discharge Detection & Elimination Training
- Fire Extinguisher Safety
- GHS & OSHA Hazardous Communication
- NCCER Construction Site Safety Orientation
- OSHA Hazardous Waste Safety for the General Site Worker 40-Hours
- Respiratory Fit

Thomas Borchert, LEP

Senior Project Manager

Thomas Borchert has 13 years of experience providing environmental services including Phase I & II Environmental Site Assessments (ESA), waste characterizations and delineations, environmental remediation, groundwater sampling, Surface Water Discharge Permitting (SWDP), well installation and monitoring, stormwater and erosion inspection, and report preparation.

PROJECT EXPERIENCE

Wal-Mart Site Assessments

City of Jacksonville Ash Site Remediation

Duval County, Florida

Parcel and staging area inspector for the Phase I and II construction and remediation at the Browns Dump ash remediation site. Oversight excavation activities to ensure compliance with EPA approved work plans and the coordination of confirmation sampling and testing efforts.

City of Jacksonville Fleet Management Division, Mosquito Control Facility

Jacksonville, Florida

Thomas prepared Remedial Action Plan and provided fieldwork and oversight of Remedial Action Implementation. He conducted air sparge/soil vapor extraction to remediate petroleum-impacted groundwater at this mosquito control helicopter facility.

Florida Department of Environmental Protection Petroleum Restoration Program Projects

Project Scientist for numerous FDEP Petroleum Cleanup projects. Thomas assists in the creation of Site Assessment Reports, assists in the design of Remedial Action Plans, and assigns, performs, and oversees fieldwork including remedial action implementation and operation and maintenance activities.

Lumber Unlimited

Jacksonville, Florida

Project Scientist for the Status Evaluations (Year 1, Quarter 2 Operation & Maintenance Report for the Lumber Unlimited FDEP Facility 16/9401106 located on West 18th Street in Jacksonville). E&A is reporting to the City of Jacksonville's Environmental Resource Management Department with quarterly operation and maintenance of the active remediation system in place at the Lumber Unlimited site which has operated as a lumber yard/wood truss assembly plant since 1965. The area of investigation is located on the southwest portion of the property, the former location of a 5,000-gallon diesel underground storage tank (UST) and dispenser. Both the UST and dispenser were removed in 1991. Currently, the immediate area of impact is occupied by lumber staging areas and a saw mill.

Duval Street Viaduct between Catherine Street and Hogan Creek

Jacksonville, Florida

This site was formerly an automobile salvage yard and ship yard, and currently serves as a parking lot beneath a City of Jacksonville viaduct. Thomas served as Staff Scientist for soil and groundwater assessment work on behalf of the City of Jacksonville. Metal and petroleum impacts were identified in the soil and groundwater.



Education

AA Degree, General Education, Santa Fe Community College, Gainesville

Keystone Heights Junior-Senior High School

Years of Experience

19

Expertise

Environmental Due Diligence for Real Estate Transactions

Licenses & Certifications

- EPA Accredited Asbestos Building Inspector

Randy Wacha

Environmental Specialist

Randy has over 19 years of experience in environmental and geotechnical services and construction materials testing. He is primarily responsible for managing and performing Phase I and Phase II Environmental Site Assessments (ESAs), asbestos demolition and renovation surveys, contamination assessments, and remediations. He coordinates projects and conducts hydrogeologic investigations and geotechnical drilling. Further, Randy develops and maintains direct client contact and environmental/geotechnical aspects of other activities. He currently coordinates environmental due diligence and related work for additional commercial, institutional and municipal projects.

Mr. Wacha has completed education in various disciplines, such as Nuclear Density Gauge Safety Training, American Concrete Institute (ACI) Concrete Field Testing Technical – Grade I, and the Florida Department of Transportation (FDOT) Earthwork Construction Inspection – Level I. He has also completed education for the Environmental Protection Agency (EPA) Asbestos Inspector (and yearly refresher classes) and the Occupational Safety and Health Administration (OSHA) 10-Hour Construction.

PROJECT EXPERIENCE

Wal-Mart Site Assessments

Alachua County, FL

Randy served as Environmental Scientist for Wal-Mart site assessments. He performed Phase I Environmental Site Assessments and monitored well sampling activities.

Lowe's Site Assessment

Gainesville, FL

Randy served as Environmental Scientist for this Lowe's retail facility. He also performed onsite Organic Vapor Analyzer (OVA) monitoring and monitored well development.

UF - Office of Real Estate and Planning, Design, and Construction Office - Various UF Buildings

Gainesville, FL

Randy has performed Phase I Environmental Site Assessments for the Office of Real Estate at the University of Florida. Additionally, Randy provides Asbestos testing support for the Planning, Design, & Construction office on current UF buildings.

University Corners

Gainesville, FL

Randy served as Environmental Scientist for this commercial/residential development project located in downtown Gainesville. He was responsible for monitoring well sampling, monitoring well injections, and conducting a demolition/renovation asbestos survey.

University of Florida Foundation Properties

Various North Florida Counties

Randy has performed over 200 Environmental Site Assessments (ESA) for the University of Florida Foundation. The majority of these assessments were performed on donated property. The duties have included: monitoring well (abandonment/sampling/installation), asbestos surveys, tank closure assessments, soil sampling, environmental risk assessment of possible contaminants, etc. Phase I & II ESA's have been performed across the North Florida region and out of state. The ESA's vary in complexity.



Andreyev Engineering, Inc.

SANFORD OFFICE
4055 St. John's Parkway
Sanford, Florida 32771
407-330-7763

▼ Groundwater ▼ Environmental ▼ Geotechnical ▼ Construction Materials Testing



Raymond Jones, P.E., Vice President
Andreyev Engineering, Inc.
Principal Engineer

BUSINESS RESIDENCE: 4055 St. Johns Parkway Sanford, Florida

EDUCATION: Bachelor of Science, Civil Engineering
Florida State University, 1996

REGISTRATIONS: Professional Engineer, Florida Registration #58079

SOCIETIES: American Society of Civil Engineers-Member

YEARS OF EXPERIENCE: 26

SUMMARY OF CAPABILITIES

Shallow Foundation Engineering	Hydrogeological Studies
Deep Foundation Engineering	Groundwater Modeling
Soil Mechanics	Consumptive Use Permitting
Roadway and Bridge Studies	Quality Control-Quality Assurance Program Implementation
Sinkhole Investigations	Pavement Design
Slope Stability Analysis	Well Construction

Mr. Jones is currently a Vice President of Andreyev Engineering Inc., where his duties include overall office, project, and staff management, client development, client relations and all aspects of project engineering. Mr. Jones has successfully managed numerous geotechnical and hydrogeologic studies throughout the state of Florida in the areas of groundwater analysis, water supply planning and design, consumptive use permitting, materials testing and geotechnical engineering.

Typical hydrogeologic projects include water balance analyses for spring flows, wetland water levels, lake and river levels, groundwater flow modeling of regional water supply systems, lake-wetland interaction systems, stormwater capture and reuse, horizontal wells, and numerous other surface water and groundwater interaction systems.

Typical geotechnical projects include a wide variety of residential, commercial, industrial, roadway, landfill and mining projects in both the public and private sectors. Ray has worked on low to high rise structures involving a variety of foundation types, wastewater and water treatment plants, large tower and tank structures, bridges, large-scale developments, pipelines, multi-lane roads using various pavement section materials, landfills, and lined and un-lined ponds. Typical sinkhole projects include evaluation of residential, commercial, and municipal sinkhole claims in accordance with State requirements, using conventional and geophysical tools including GPR, ERI, and Seismic methods to evaluate subsurface conditions, evaluation of structural collapses associated with sinkhole activity and providing recommendations for repairs of structures affected by sinkhole activity.

Engineering work includes field tech supervision, coordination, analysis, and report preparation of over 500 geotechnical and hydrogeologic projects.



Andreyev Engineering, Inc.

SANFORD OFFICE
4055 St. John's Parkway
Sanford, Florida 32771
407-330-7763

▼ Groundwater ▼ Environmental ▼ Geotechnical ▼ Construction Materials Testing



Robert B. Cornelius, P.E.
Andreyev Engineering, Inc.
Senior Geotechnical Engineer

BUSINESS RESIDENCE: 1170 W. Minneola Avenue
Clermont, Florida 34711

EDUCATION: Bachelor of Science, Civil Engineering
University of Central Florida, Orlando, Florida; 2004

REGISTRATIONS: Professional Engineer, Florida Registration #69864

YEARS OF EXPERIENCE: 21

SUMMARY OF CAPABILITIES:

Sinkhole Investigations
Deep Foundation Engineering
Soil Mechanics
Shallow Foundation Engineering

Quality Control-Quality Assurance
Engineered Materials Testing and Inspection
Geotechnical Instrumentation

Mr. Cornelius has more than 15 years of experience providing environmental engineering, geotechnical engineering, materials testing and consulting services. These services include planning/ coordinating subsurface exploration and laboratory testing programs, geotechnical engineering analyses and providing recommendations relating to the design and construction of roadways, structures and earthwork projects.



"Accuracy Counts - Know Your Boundaries"

David M. Deren
4605 NW 6th Street / Suite H
Gainesville, Florida 32609
Work: (352)331-0010

Florida Licensed Surveyor & Mapper (PSM 6946)

Work History:

DEREN LAND SURVEYING, LLC (2012 – Current)

Professional Surveyor & Mapper / President
Gainesville, FL United States

Manage company, employees and their duties. Network and build relationships to produce work and be involved with the Local and State Communities.

President/Owner of Deren Land Surveying & Mapping, Inc. (LB 7996), State of Florida. Approximately 23 years of experience in Land Surveying. Extensive experience in all aspects of office and field land surveying services including sectional, retracement, boundary, topographical, wetlands, construction stakeout, ALTA, right-of-way, preparation of legal descriptions. Proficient in Auto Cad Surveying Software. Responsible for all field operations and procedures for survey crews. Communications and coordination with clients for job estimations and job completions. Work with Topcon, Sokkia, Trimble and Leica products/instruments with TDS data collection.

Geoline Surveying, Inc. (03/01/2008 – 12/20/2010)

Project Manager

Directly involved with clients to obtain information and deadlines for projects and properly delegate work to field crews for completion. Oversee field crews' progress on specific jobs and manage them for quality and time as well as organize travel plans for out of town jobs. Review completed field work for completeness and review Survey Map prior to PSM sign and seal.

Geoline Surveying, Inc. (01/01/2003 – 03/01/2008)

Field Crew Supervisor

Obtain and review the requirements for field operations of each job delegated to me for field work and data collection. Manage field procedures and proper use of time of field crew under my supervision to produce needed information on the job to be used to complete the requirements as per each job request.

GCM, Inc. (06/01/1997 - 8-1-2001)

Rod man, Instrument man

Train in the profession of Land Surveying as a Rod man, being directed in the specifics of surveying and proper techniques of data collection in the field for specific jobs.

Learn the use of specific styles of instruments of data collection with Total Stations and GPS.

EDUCATIONS:

South Fork High School Stuart, Florida 1996-1999
Santa Fe Community College 2000-2002
AA Degree – General Education – May 2002
University of Florida – Combined Geography/Geology 2011-2012
Bachelor degree in Geosciences – August 2012

4605 NW 6th Street, Suite H • Gainesville, FL 32609 • (352) 331-0010 • (352) 336-3363
requests@derenlandsurveying.com • www.DerenLandSurveying.com

JEREMY HALLICK, PSM

Vice-President/Survey Division Leader



Professional Experience

Clymer Farner Barley, Jan
2017-Present

Fifteen years with other firms

Academic Credentials

Bachelor's Degree, Business
Administration
University of Florida

Professional Registration

Professional Land Surveyor -
Florida
Registration No. 6715

Professional Affiliation

Florida Surveying and
Mapping Society

National Society of
Professional Surveyors

Jeremy Hallick is the Vice-President of Surveying at Clymer Farner Barley, Inc (CFB). He is a Professional Surveyor and Mapper licensed to practice in the State of Florida. He has been involved in all facets of land surveying since 1998 and became licensed in 2009. Prior to joining CFB, he served as an office manager for a nationwide engineering firm specializing in land development and utility work. He has coordinated survey activities for commercial and residential land development projects stretching from Big Pine Key to Tallahassee and also served as a reviewing surveyor to municipalities for subdivision plat review. In utilities, he served as a Professional Surveying Consultant to JEA, the largest community-owned electric utility company in Florida. His involvement with JEA ranged from coordinating surveys for engineering design and eminent domain to easement mapping for GIS purposes.

Since joining CFB, he has served as surveyor of record for multiple large land acquisition surveys for The Villages of Lake-Sumter, Inc.: a 30,000+ acres multi-use development in Lake, Sumter, and Marion Counties, Florida. He has also been Project Surveyor for multiple commercial land development projects stretching from Miami to Jacksonville. He belongs to the National Society of Professional Surveyors and has served as an officer for two different Chapters of the Florida Surveying and Mapping Society.

RELEVANT WORK EXPERIENCE

General Surveying: Project Surveyor for multiple utility projects involving eminent domain proceedings and engineering design. Extensive experience in various types of Surveying including boundary, topographic, ALTA, mean high water surveys, utility designation, and subdivision platting.

The Villages (DRI). Various Projects. Project Surveyor in the preparation and of numerous land acquisitions. Responsibilities include title commitment review, quality control, process of survey data, and coordination with local and state regulatory boards. Also coordinated projects for annexation, rezoning, and entitlement related matters.

Rollins Ranch: Project Surveyor for 12,000+ acre land acquisition in Okeechobee County, Florida. The project included the retracement of over 20 sections and the establishment of over 10 miles of State and County maintained rights-of-ways.

KAYE JAMESON, PSM

Associate/Project Manager



Academic Credentials

A.S. and A.A.,
Lake-Sumter Community
College

Professional Affiliations

Florida Surveying and Mapping
Society
Central Florida Chapter of
Florida Surveying and Mapping
Society

Professional Registration

Professional Surveyor and
Mapper in Florida
Registration No. 5912

Professional Experience

Farner, Barley and Associates
1999-2001 and 2010 – present

Nine years with other firms

Ms. Jameson is a Professional Surveyor and Mapper with registration in the State of Florida. As a Project Manager, she has extensive experience in various types of surveys including, but not limited to: ALTA, As-Built, Route, Boundary, Geodetic, and Topographic. She also has a strong background in the preparation of legal descriptions for land acquisitions, conveyances and easements. Throughout her years as a survey project manager, she has worked closely in providing essential surveying services to facilitate the design and construction process with clients in both the private and public sector.

RELEVANT WORK EXPERIENCE

City of Wildwood – State Road 44 – Continental Country Club

City of Wildwood – Robin Bridge

City of Wildwood – Millennium Park Reuse Main Extension

City of Wildwood – Millennium Park Boundary/As – Built Survey

City of Wildwood – CR 501 Forcemain

City of Wildwood – Gravity Sewer Project at Highway 301 and Switcher Street

City of Wildwood – Highway 301 and C.R. 468 Utility Easements

The Villages (DRI). Subdivision Platting. Project Surveyor in the preparation and submittal of numerous subdivision plats for recording in the public records. Responsibilities include in-house review of plats for accuracy and compliance with local and state platting regulations as well as review of title matters pertaining to the platting process.

General Surveying. Project Surveyor involved in the preparation and review of legal descriptions of multiple parcels within the development for permitting, real estate transactions, and submittal for various agency approvals such as SWFWMD and FDOT. Project Surveyor in the preparation and review of various types of surveys including boundary, topographic, specific purpose, and ALTA for design and/or acquisition purposes.

James “Hunter” Blair, PSM

Associate



Professional Experience

Clymer Farner Barley, July
2017-Present

Thirteen years with other
firms

Academic Credentials

Bachelor of Science,
Geomatics
University of Florida

Professional Registration

Professional Land Surveyor -
Florida
Registration No. 6917

Professional Affiliation

Florida Surveying and
Mapping Society (14-15 North
Central FL Chapter President)

National Society of
Professional Surveyors

CSX & Amtrak Contractor
Certification, 2015

Florida DOT Advanced
Maintenance of Traffic
program, Dec. 2015

Hunter Blair brings a wealth of experience to Clymer Farner Barley, Inc (CFB) in many aspects of the surveying and mapping profession. He has over 18 years of experience in the profession, serving as an office and field surveyor involved in subsurface utilities (designation and excavation), GPS, section line retracement, right of way, construction, hydrographic surveying, boundary, and topographic surveys. He has computer proficiency with AutoCAD Civil3D, Leica Geo-Office, Bentley Microstation and CAiCE Visual Survey.

Since joining CFB, he has served as a Professional Surveyor responsible for client coordination, project management, oversight of field crews, analyzing data, and quality control of submittals on major land acquisition boundaries, topographic, utility routes, and right-of-way surveys. Hunter has worked closely with several outside design firms to team on numerous projects for Sumter County and other local municipalities.

RELEVANT WORK EXPERIENCE

County Road 525E Pond (2022): Project Surveyor for a proposed pond located along existing right-of-way. Project scope included a topographic survey, right-of-way line location, and creating a sketch and legal description.

Client: Sumter County (sub to Kimley-Horne & Associates, Inc.)

US 301 CR 470 Feasibility Study - Sumter Co Service Center (2022): Project Surveyor for a 38.8 acre ALTA/NSPS survey on the NE corner of US 301 and CR 470. Project scope included boundary and topographic survey, title review, tree location, and creating a sketch and legal description.

Client: Sumter County (sub to Kimley-Horne & Associates, Inc.)

ATMS Easements (2020): Project included twenty-six locations along C-466, C-466A, and Morse Blvd. for design of advanced traffic management system. CFB performed specific purpose surveys with topographic, right-of-way, and utilities, along with sketch of descriptions at each location.

Client: Sumter County (sub to Kimley-Horne & Associates, Inc.)

Miscellaneous Surveying & Mapping Projects, Marion County, FL (2009 - 2017): Project Manager/Surveyor (2009 - 2017), for the following roadway and utility projects through a Marion County continuing services contract: Various subdivision utility projects, Sand Mine Road Drainage Culvert, CR316 & CR225 - Storm Water Retrofit Project, Carney Island Park, SE 92nd Loop Right-of-Way.

Client: Marion County

Tab E. Location



Tab E. Location

LOCATION

1. Specify address of Prime Consultant's designated office where the majority of work will be performed: 1700 SE 17th Street, Suite 200
Ocala, FL 34471

2. Indicate percentage of total overall project fees projected to be performed by the Prime Consultant's office specified above.

95 %

3. Specify address of Prime Consultant's other office(s) where any part of the work will be performed (if applicable): Additional offices include The Villages, Gainesville, and Orlando.

4. Indicate percentage of total overall fees projected to be performed by the office specified above.

5 %

Tab F.

Illustrative Work



Tab F. Illustrative Work

Project Name & Location: City of Wildwood On-Call Professional Engineering Services
Contract, Wildwood, FL



Project Manager: Mohammed Murad, P.E.

Completion Date (Actual or Estimated):
March 2023

Consultant Fees: \$9,000,000 APPROX

Entire Project: N/A

Work for Which Firm Was/Is Responsible:
\$8,500,000

Client's Name & Address: City of Wildwood;
Wildwood Municipal Building, 100 N Main St.,
Wildwood, FL 34785

**Client Contact Name, Title, Email Address,
and Telephone Number:**

Jason McHugh
City Manager

Email: jmchugh@wildwood-fl.gov
Phone: 352.330.1330 ext. 112

**Firm's Personnel (Name/Project
Assignment) That Worked on the Stated
Project that Shall Be Assigned to the City's
Project:**

Richard (Rick) Busche, P.E./Principal-in-Charge
(PiC); Gene Losito, P.E./Project Engineer; James
(Trey) Clayton, P.E./Project Engineer; Amber
Gartner, P.E./Project Engineer; Scott Mingonet,
PLA, AICP/Landscape Architect

Scope of Entire Project: Kimley-Horn is responsible for professional civil engineering services, development services, roadway/transportation engineering, utility design, and construction phase services.

Nature of Firm's Responsibility in Project: In 2008, Kimley-Horn entered into an agreement with the City of Wildwood to provide on-call professional engineering services for various projects over a period of four years. **We have completed over 1,000 task orders under this contract, providing services such as:**

- Support to City staff in development of a scope of services
- Project implementation services for design, such as:
 - » Programming studies and reports
 - » Roadway and utility engineering
 - » Design development and construction document preparation
 - » Bid development and procurement
 - » Infrastructure studies and investigations
 - » Project scope preparation
 - » Project design
 - » Conduct/Assist in public information meetings
 - » Utility coordination
 - » Access connection
 - » Cost estimating
 - » Railroad coordination
 - » Construction engineering and inspection
- Engineering review and coordination through development services
- Review of plan submittals, engineering calculations, schedules, and other technical documents
- Status meetings (a minimum of one per month)
- Quality control (QC) and constructability reviews of plans
- Project management support
- Other miscellaneous engineering/architectural service requirements by the City, as directed by the City's administration, directors, or designee
- Survey work
- Environmental permitting services
- Geotechnical services
- Grant writing services

Project Name & Location: Oxford North Water Treatment Plant Design & Construction Phase Services, Oxford, FL



Project Manager: Lewis Bryant, P.E.

Completion Date (Actual or Estimated):
June 2019

Consultant Fees: \$583,000

Entire Project: \$6,637,777.00

Work for Which Firm Was/Is Responsible:
\$500,000

Client's Name & Address: City of Wildwood;
Wildwood Municipal Building, 100 N Main St.,
Wildwood, FL 34785

**Client Contact Name, Title, Email Address,
and Telephone Number:**

Jason McHugh
City Manager

Email: jmchugh@wildwood-fl.gov
Phone: 352.330.1330 ext. 112

**Firm's Personnel (Name/Project
Assignment) That Worked on the Stated
Project that Shall Be Assigned to the City's
Project:**

Gene Losito, P.E./Project Engineer; James (Trey)
Clayton, P.E./Project Engineer

Scope of Entire Project: Design, permitting, and construction phase services for the North Water Treatment Plant using the lower Floridan aquifer wells as the water supply source.

Highlights of Project: Utilization of the Lower Floridan Aquifer as an alternative water supply. Developed well construction plans and well testing procedure and provided well construction and development oversight.

Nature of Firm's Responsibility in Project: In spring of 2017, Kimley-Horn was contracted by the City of Wildwood to provide design services and permitting assistance for the new Oxford Water Treatment Plant (WTP) project using lower Floridan aquifer wells as the water supply source. The project consisted of design, permitting, Florida Department of Environmental Protection (FDEP) State Revolving Fund (SRF) loan coordination, and bid administration assistance for a new 3.0-million-gallons-per-day (MGD) water supply, treatment, and storage facility near the southwest corner of the CR 466 and U.S. 301 intersection in Oxford.

Kimley-Horn completed the following tasks as part of this contract:

- Development of construction plans and technical specifications for Lower Floridan Aquifer (LFA) test wells, well testing plan, and the Oxford WTP
- Geological engineering services during well construction and testing
- Geotechnical services
- Electrical engineering services
- Architectural services
- Structural engineering services
- Bid Administration services
- Construction phase services
- FDEP SRF administration assistance and compliance
- Permitting assistance with:
 - » Southwest Florida Water Management District (SWFWMD)
 - » Florida Department of Environmental Protection (FDEP)
 - » City of Wildwood
 - » Sumter County

The design services and permitting assistance tasks were completed in June of 2019, and subsequently Kimley-Horn was tasked under a separate contract to provide construction phase services following the construction award.

Under this contract, we have provided construction administration services for the duration of the project including contract document administration, contractor coordination and management assistance, construction site visits and observations, shop drawing reviews, pay request reviews, Davis Bacon wage compliance monitoring, and engineering plans interpretations. In addition, Kimley-Horn also provided FDEP SRF loan coordination and distribution request assistance.

Project Name & Location: City of Wildwood Public Works Municipal Building Expansion, Wildwood, FL



Project Manager: Design: Gene Losito, P.E.;
Construction: Mohammed Murad, P.E.

Completion Date (Actual or Estimated):
July 2022

Consultant Fees: \$107,000.00

Entire Project: \$3,637,143.00

Work for Which Firm Was/Is Responsible:
\$55,630

Client's Name & Address: City of Wildwood;
Wildwood Municipal Building, 100 N Main St.,
Wildwood, FL 34785

**Client Contact Name, Title, Email Address,
and Telephone Number:**

Jeremy Hockenbury
Public Works Director

Email: Jhockenbury@wildwood-fl.gov
Phone: 352.330.1343 x1402

**Firm's Personnel (Name/Project
Assignment) That Worked on the Stated
Project that Shall Be Assigned to the City's
Project:**

Gene Losito, P.E./Project Engineer, Mohammed
Murad, P.E./Project Engineer

Scope of Entire Project: Development of site civil engineering design of improvements for the expansion of the Public Works Municipal Building.

Highlights of Project: The ability to use the existing buildings, retention area, and parking from the previous use (school) and grade the site to tie into these existing improvements.

Nature of Firm's Responsibility in Project: In 2020, the City of Wildwood procured Kimley-Horn to provide site civil design and specifications for site improvements for the expansion of their public works facility on Warfield Avenue in Wildwood.

As part of this project, Kimley Horn coordinated with the City of Wildwood to obtain all project-specific design specifications and operational requirements for the site. Coordination with the City's architect consultant was also required to obtain building footprints and design information. Kimley-Horn prepared a preliminary site plan to serve as a basis of design for the civil plans, showing the horizontal layout of the site. Once the preliminary site plan was approved, site development plans and regulatory agency permitting were completed. We subcontracted surveying and geotechnical services to support the design and site improvements. Civil construction plans were prepared to meet the specifications of the City of Wildwood and the Southwest Florida Water Management District (SWFWMD).

Following design completion, Kimley-Horn was contracted to provide construction phase services throughout the duration of the project. As part of this task, we completed site investigations, shop drawing reviews, payment application reviews, responded to requests for additional information by the contractor, and provided substantial completion site visits, final notice of acceptability of the work, and construction closeout.

Project Name & Location: CR 209 Lift Station and Force Main Design, Wildwood, FL



Project Manager: Matt Tebow, P.E.

Completion Date (Actual or Estimated):
September 2016

Consultant Fees: \$249,000

Entire Project: \$1,469,742.30

Work for Which Firm Was/Is Responsible:
\$237,300

Client's Name & Address: City of Wildwood;
Wildwood Municipal Building, 100 N Main St.,
Wildwood, FL 34785

**Client Contact Name, Title, Email Address,
and Telephone Number:**

Jason McHugh
City Manager

Email: jmchugh@wildwood-fl.gov
Phone: 352.330.1330 ext. 112

**Firm's Personnel (Name/Project
Assignment) That Worked on the Stated
Project that Shall Be Assigned to the City's
Project:**

Richard (Rick) Busche, P.E./Project Director;
James (Trey) Clayton, P.E./Project Engineer

Scope of Entire Project: Design, permitting, bid administration assistance, and construction phase services, as well as SRF loan program coordination for the construction of the lift station improvements and sanitary force main extension.

Highlights of Project: The project eliminated hydraulic and capacity issues within the City's collection system allowing for continued growth and development in the City.

Nature of Firm's Responsibility in Project: X In 2015, Kimley-Horn was contracted by the City of Wildwood to provide professional civil engineering design services for the expansion and rehabilitation of the CR 209 lift station and extension of a 12-inch sanitary sewer force main from the CR 209 lift station to the City's wastewater treatment facility (WTF). This project was recommended in a long-term capital improvement of the "Sanitary Sewer Capacity Analysis" memorandum dated October of 2014 and the City of Wildwood's "Utility System Master Plan" dated September of 2015, prepared by Kimley-Horn.

The scope of the project included the rehabilitation and expansion of the CR 209 Lift Station from a duplex pump station to a 3.56-million-gallons-per-day (MGD) PHF triplex pump station by installing three 88 HP Flygt submersible pumps. In addition to the pump upgrades, the rehabilitation of the CR 209 lift station also included a new control panel and associated electrical upgrades, a new influent mechanical bar screen and associated piping, and site improvements including a new driveway and security gate and fence. The project also included the design of 16,000 linear feet of 12-inch force main, 5,000 linear feet of roadway improvements, and the replacement of the pumps at the Lakeside Landing lift station to reverse the flows from the Charlotte lift station to the CR 209 Lift Station.

Kimley-Horn provided design services, permitting, bid administration services, and construction phase services and oversight. We also aided the City in coordinating the Florida Department of Environmental Protection (FDEP) Water State Revolving Fund (SRF) loan program to finance a portion of the project.

Project Name & Location: City of Wildwood FY 2015 Community Development Block Grant, Wildwood, FL



Project Manager: Gene Losito, P.E.

Completion Date (Actual or Estimated):
May 2020

Consultant Fees: \$60,000.00

Entire Project: \$700,000.00

Work for Which Firm Was/Is Responsible:
\$50,000

Client's Name & Address: City of Wildwood;
Wildwood Municipal Building, 100 N Main St.,
Wildwood, FL 34785

**Client Contact Name, Title, Email Address,
and Telephone Number:**

Jason McHugh
City Manager

Email: jmchugh@wildwood-fl.gov
Phone: 352.330.1330 ext. 112

**Firm's Personnel (Name/Project
Assignment) That Worked on the Stated
Project that Shall Be Assigned to the City's
Project:**

Gene Losito, P.E./Project Engineer, Mohammed
Murad, P.E./Project Engineer

Scope of Entire Project: Construction Plans and Specifications for the FY 2015 Community Development Block Grant

Nature of Firm's Responsibility in Project: The City of Wildwood contracted Kimley Horn to provide civil engineering services to develop concept plans and the final construction plans and specifications for three roadway areas in the City of Wildwood. These areas included Gable Street, 3rd Street, Evans Street, 2nd Street, 2nd Avenue, and Kentucky Avenue.

Additionally, we provided construction phase services including bid document preparation and contractor notification, facilitating a pre-construction conference, site visits and construction observations, provided recommendations with respect to defective work, clarifications and interpretations, recommendations for change orders, reviewed shop drawings and samples, reviewed applications for payment to the contractor, conducted a site investigation for substantial completion determination, prepared permit certification applications, and provided final notice of acceptability of the work.



Project Name & Location: Bay Laurel Center Community Development District North Water Reclamation Facility, Ocala, FL



Project Manager: Lewis Bryant, P.E.

Completion Date (Actual or Estimated):
Ongoing

Consultant Fees: \$4,919,380.00

Entire Project: \$108M

Work for Which Firm Was/Is Responsible:
\$3,727,880

Client's Name & Address: Bay Laurel Center Community Development District; 8470 SW 79th St Rd Unit 3, Ocala FL, 34481

Client Contact Name, Title, Email Address, and Telephone Number:

Bryan Schmalz
Utility Director

Email: bryan_schmalz@blcdd.com
Phone: 352.414.5454 ext. 4105

Firm's Personnel (Name/Project Assignment) That Worked on the Stated Project that Shall Be Assigned to the City's Project:

Gene Losito, P.E./Project Engineer; James (Trey) Clayton, P.E./Project Engineer

Scope of Entire Project: Design, permitting, Construction Manager at Risk (CMAR) coordination, and construction administration services for the new BLCCDD North Water Reclamation Facility and decommissioning of the existing South Wastewater Treatment Plant.

Nature of Firm's Responsibility in Project: In February of 2021, Kimley-Horn was contracted by the Bay Laurel Center Community Development District (BLCCDD) to complete design, permitting, Construction Manager at Risk (CMAR) coordination, and construction administration services for a new north water reclamation facility (WRF), and the decommissioning of the existing south wastewater treatment plant (WWTP).

The new north WRF was designed for 2.50-million-gallons-per-day (MGD) average daily flow, with provisions for future expansion to a buildout capacity of 5.00 MGD. **Our services included:**

- Facilitating project kick-off and progress meetings
- Construction Manager at Risk (CMAR) coordination and submittal reviews
- Coordination of wastewater sampling
- Processing design calculations
- Preparation of a preliminary design reports for each treatment process and offsite improvements.
- Design plans and technical specifications for:
 - » A greenfield 2.50 MGD 5-Stage Bardenpho Advanced Wastewater Treatment (AWT) facility and 2.50 MGD rapid infiltration basin (RIB) site, including associated piping
 - » 20,000 linear feet of 24-inch force main
 - » 16,000 linear feet of 20-inch of reuse water main
 - » A new 5.00 MGD peak hour quadplex master pump station
 - » Rehabilitation and upgrades for a 3.00 MGD peak hour quadplex pump station
 - » Decommissioning of the existing On Top of the World South WWTF
- Preparing and submitting permit applications for:
 - » Florida Department of Environmental Protection (FDEP)
 - » Marion County Site Permit
 - » FDEP Environmental Resource Permit
- Construction Phase services and administration assistance
- Prepared FDEP grant application and secured \$26,100,000 in grant funding for design and construction
- Provided FDEP federal grant administrative assistance and compliance assistance

Subconsultants managed by Kimley-Horn covered the disciplines of environmental/surveying, geotechnical, electrical engineering, and architecture.

Project Name & Location: Buena Vista Boulevard Extension from SR 44 to Meggison Road, Sumter County, FL



Project Manager: Amber Gartner, P.E.

Completion Date (Actual or Estimated):
January 2023

Consultant Fees: \$1,286,226.00

Entire Project: \$16,183,622.28

Work for Which Firm Was/Is Responsible:
\$1,092,207

Client's Name & Address: Sumter County;
7375 Powell Road, Wildwood, FL 34785

**Client Contact Name, Title, Email Address,
and Telephone Number:**

Bradley Arnold
County Administrator

Email: bradley.arnold@sumtercountyfl.gov
Phone: 352.689.4400

**Firm's Personnel (Name/Project
Assignment) That Worked on the Stated
Project that Shall Be Assigned to the City's
Project:**

Amber Gartner, P.E./Project Manager

Scope of Entire Project: New four-lane roadway with three drainage retention areas, two flood plain compensation areas, two bridge structures, new traffic signal, lighting, and landscaping and irrigation.

Highlights of Project: This project earned the APWA West Coast Branch 2022 Project of the Year Award in the category of Transportation.

Nature of Firm's Responsibility in Project: In December of 2019, Kimley Horn was contracted by Sumter County to complete the engineering design, environmental evaluations, permitting, and construction plan development for a new transportation corridor in the area south of SR 44 to support continued economic development and growth. The final project design is for a four-lane divided collector roadway with three drainage retention areas, two floodplain compensation areas, two bridge structures, a new mast arm traffic signal, two roundabouts, lighting, landscaping, and irrigation.

We provided regulatory agency permitting assistance and coordination with the Florida Department of Environmental Protection (FDEP), the Florida Department of Transportation (FDOT), the Southwest Florida Water Management District (SWFWMD), U.S. Fish and Wildlife Services (USFWS), the U.S. Army Corps of Engineers (USACE), and the City of Wildwood.

A portion of the roadway corridor lies within Sovereign Submerged Lands (SSL) of the adjacent Lake Okahumpka. Kimley-Horn designed two bridge structures to cross the FDEP delineated SSL area. An easement was prepared and recorded for Sumter County to accomplish this.

An active eagle's nest is located within 660-feet of the roadway improvements and within 330-feet of floodplain compensation areas for the project. Permitting with USFWS and active monitoring during construction minimized impacts to the eagles in residence adjacent to the site.

The construction of the improvements began in January of 2022 on an expedited schedule and the roadway was open to traffic in January of 2023.

The Buena Vista Boulevard Extension is a key regional transportation corridor for Sumter County. The planning process to identify the recommended corridor alternative resulted in a project that had reduced public, social, and environmental impacts. Through continued coordination with partners, permitting agencies, the public, and the client, the BVB project was constructed and open to traffic on schedule. The newly constructed roadway provides a safe transportation alternative for the region with enhanced aesthetic and safety elements and allows for expansion of support utilities to existing and future development areas.

Project Name & Location: C-466A Widening Project, Sumter County, FL



Scope of Entire Project: Updating a PES for the C-466A roadway corridor from US 301 to Powell Road, followed by the preparation of full roadway reconstruction plans and permits, including the reconfiguration of the FDOT signal at US 301.

Nature of Firm's Responsibility in Project: Kimley-Horn was retained by the Sumter County Public Works Department for the widening of a 1.1-mile segment of C-466A through the historic residential district of the City of Wildwood. The project involved a significant public outreach program, including neighborhood meetings and workshops with the Sumter County Board of County Commissioners (BOCC) and the Wildwood City Commission. This project was awarded the "Project of the Year" Horizons Award by the Lake-Sumter Metropolitan Planning Organization (MPO) in 2016.

Project Manager: Richard (Rick) Busche, P.E.

Completion Date (Actual or Estimated):
October 2015

Consultant Fees: \$1M

Entire Project: \$16M

Work for Which Firm Was/Is Responsible:
\$865,741

Client's Name & Address: Sumter County;
7375 Powell Road, Wildwood, FL 34785

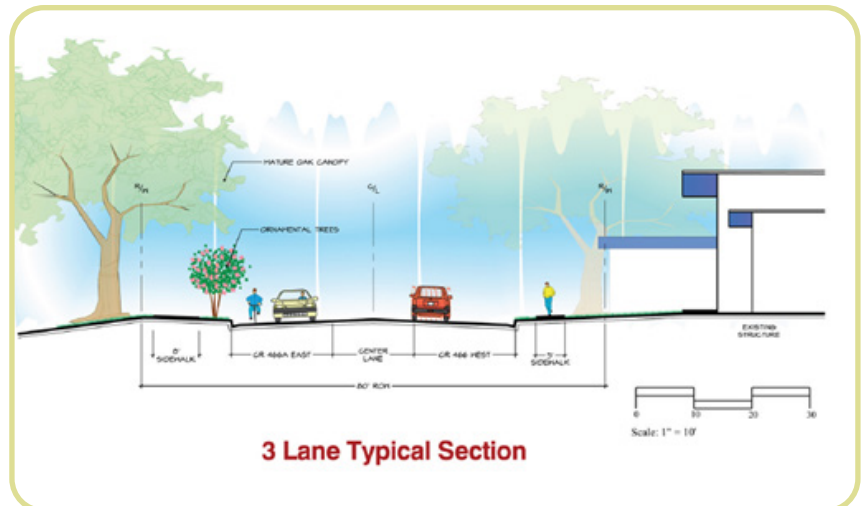
Client Contact Name, Title, Email Address, and Telephone Number:

Bradley Arnold
County Administrator

Email: bradley.arnold@sumtercountyfl.gov
Phone: 352.689.4400

Firm's Personnel (Name/Project Assignment) That Worked on the Stated Project that Shall Be Assigned to the City's Project:

Richard (Rick) Busche, P.E./Project Manager;
Amber Gartner, P.E./Project Engineer; Gene Losito, P.E./Project Engineer; Nicholas (Nick) Mora, P.E./Project Engineer



3 Lane Typical Section

Project Name & Location: City of Gainesville Northside Park Landscape Architecture Services, Gainesville, FL



Project Manager: Claire (Elisabeth) Manley, PLA

Completion Date (Actual or Estimated): 2020

Consultant Fees: \$67,800.00

Entire Project: \$2M

Work for Which Firm Was/Is Responsible: \$66,000

Client's Name & Address: City of Gainesville
Wild Spaces Public Places; 200 E. University
Ave Gainesville, FL 32601

**Client Contact Name, Title, Email Address,
and Telephone Number:**

Ms. Betsy Waite
Director

Email: waiteed@gainesvillefl.gov
Phone: 352.393.8187

**Firm's Personnel (Name/Project
Assignment) That Worked on the Stated
Project that Shall Be Assigned to the City's
Project:**

Claire (Elisabeth) Manley, PLA/Project Manager

Scope of Entire Project: Master planning, site planning, detailed design of hardscape, landscape, and irrigation, production of construction and permitting documents, and construction administration.

Nature of Firm's Responsibility in Project: Northside Park is an existing 31-acre regional City of Gainesville park that is home to the senior recreation center and is one of the state's oldest active disc golf courses. Proposed improvements included renovations to existing elements, new recreational programming, and creating a more multigenerational park overall. This project proposes renovations and additions to the existing tennis courts; the addition of a gathering terrace at the senior center; new pickleball, racquetball, bocce, and petanque courts; game tables; picnic areas; a destination playground; disc golf improvements; and associated parking and stormwater retention. This project is proposed as part of the City of Gainesville's Wild Spaces and Public Places (WSPP) Half Cent Sales Tax initiative in partnership with the Rotary Club (RC) of Gainesville. Claire (Elisabeth) Manley, PLA, has been involved in this project from the start, beginning as a subconsultant to Barth Associates to partner during master planning and following as a subconsultant to DRMP to finalize design, prepare permitting and construction documents, and oversee construction observation for site hardscape, courts, and other amenities plus landscape and irrigation.



Project Name & Location: Martin Luther King First Responders' Campus Civil Engineering & Surveying Services, Ocala, FL



Project Manager: Jameson Frederick, P.E.

Completion Date (Actual or Estimated):
October 2020

Consultant Fees: \$84,850.00

Entire Project: \$496,999.00

Work for Which Firm Was/Is Responsible:
\$74,000

Client's Name & Address: Cullison-Wright
Construction Corporation; 112 NE 12th St,
Ocala, FL 34470

**Client Contact Name, Title, Email Address,
and Telephone Number:**

Barry Mansfield
President

Email: bmansfield@cullisonwright.com
Phone: 352.629.9572

**Firm's Personnel (Name/Project
Assignment) That Worked on the Stated
Project that Shall Be Assigned to the City's
Project:**

Jameson Frederick, P.E./Project Manager;
Joseph (Joe) London, P.E./Principal-in-Charge
(PiC)

Scope of Entire Project: Civil engineering and surveying services for the construction of a First Responders' Campus.

Nature of Firm's Responsibility in Project: The City of Ocala intended to construct a first responder campus, which would consist of a four-bay fire station with integrated fire department headquarters, one police district facility building, and a community building to include a fire department museum. Additionally, the campus would provide a full-sized outdoor basketball court for community use, and a fuel island with above ground tanks for City-vehicle use.

For this project, the following professional civil engineering and surveying services were provided:

- Site plan surveying services
 - » Boundary survey
 - » Topographic survey
- Conceptual plan revisions
- City of Ocala site plan development
- Environmental Resources Permit (ERP) modification with St. Johns River Water Management District (SJRWMD)
- Landscape plan development
- Construction phase services, including
 - » Required meetings
 - » Review of shop drawings
 - » Coordination with contractors
 - » Site visits
- City of Ocala Certification of Completion
- SJRWMD Certification of Completion



Tab G.

References

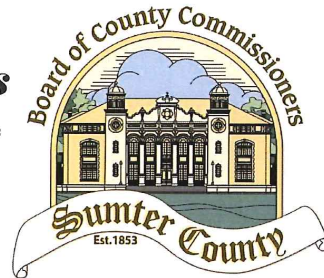


Tab G. References



Board of County Commissioners Public Works Department

319 East Anderson Ave., Suite 111 • Bushnell, FL 33513 • Phone (352) 689-4400 • FAX: (352) 689-4401
Website: <http://sumtercountyfl.gov/publicworks>



Marion County Board of County Commissioners
Procurement Services Department
2631 SE Third Street
Ocala, FL 34471

RE: Letter of Reference - Kimley-Horn and Associates, Inc.

To whom it may concern:

On behalf of Sumter County, I am pleased to provide a favorable letter of reference for the services provided by Kimley-Horn for our project, C-468 Widening from US 301 to CR 505.

Services Provided: Kimley-Horn was responsible for the design and permitting for the milling, resurfacing, widening and re-construction of C-468 from an existing two-lane, undivided rural roadway to a four lane, divided urban roadway. The project limits were from US 301 to CR 505, approximately 1.9 miles. To minimize construction cost, the existing two-lanes of pavement were milled, resurfaced, and overbuilt for a majority of the project. The disciplines involved in this project included roadway, drainage, temporary traffic control, signing and pavement markings, utility design, and permitting. This project was permitted through SWFWMD and FDOT.

Comments: Kimley-Horn's work was of high quality and they have met our expectations for professional engineering services.

Date of Professional Services: Design services and permitting were completed in 2016/2017 and construction is currently ongoing.

Project Owner: Sumter County

Project Owner's Representative: Blair Bean, P.E., Sumter County Public Works Department

Telephone: 352-689-4400

Email Address: blair.bean@sumtercountyfl.gov

Signature of Owner's Representative: _____

Date: 5-18-19

Public Works Director
(352) 689-4400
319 East Anderson Ave.
Bushnell, FL 33513

Bradley S. Arnold,
County Administrator
(352) 689-4400
7375 Powell Road
Wildwood, FL 34785

Al Butler, Dist 1
Chairman
(352) 689-4400
7375 Powell Road
Wildwood, FL 34785

Doug Gilpin, Dist 2
(352) 689-4400
7375 Powell Road
Wildwood, FL 34785

Don Burgess, Dist 3
Vice-Chairman
(352) 689-4400
7375 Powell Road
Wildwood, FL 34785

Garry Breeden, Dist 4
(352) 689-4400
7375 Powell Road
Wildwood, FL 34785

Steve Printz, Dist 5
Second Vice-Chairman
(352) 689-4400
7375 Powell Road
Wildwood, FL 34785

August 18, 2020

SUBJECT: Recommendation Letter for Kimley-Horn – Village of Rainbow Springs Stormwater Retrofit and 7th Avenue Stormwater Retrofit.

To Whom It May Concern:

Please accept this letter as a positive recommendation Kimley-Horn's work on the Village of Rainbow Springs Stormwater Retrofit project and the 7th Avenue Stormwater Retrofit Project.

Both projects consisted of a hydraulic analysis of existing stormwater issues within Marion County neighborhoods with an accompanying cost/benefit analysis of potential improvements. The Rainbow Springs Retrofit Project included design of a wetland planted treatment area and coordination of cooperative funding technical requirements for the Southwest Florida Water Management District. The 7th Avenue Project included the addition of a new stormwater facility to alleviate local flooding issues. Both projects included design plans and specifications, permitting, and assistance during the construction phase.

During my 15 years with Marion County, I found Kimley-Horn to be extremely responsive and professional. Both of these projects were completed on time and the quality of their deliverables was excellent.

Sincerely,



Gail L. Mowry, PE
City of Gainesville Engineer IV – Stormwater
(Former Stormwater Engineer for Marion County)



June 3, 2022

RE: *Recommendation Letter for Professional Engineering Services*

To Whom It May Concern:

It is my pleasure to provide this letter of reference for Kimley-Horn and Associates, Inc. regarding their expertise in transportation planning and roadway design.

Kimley-Horn recently fulfilled multiple contracts for roadway improvements on NE 8th Avenue from SR 40 to SR 492 – one for planning and one for design. The scope of work to complete the planning phase of the project included site investigations, data collection of existing conditions, concept design and alternatives analysis, and hosting public involvement meetings. For the design portion of the work, services included project administration, surveying and mapping, geotechnical coordination, drainage analysis, utility coordination, roadway design, landscaping and irrigation design, permitting, traffic control concepts, and bid assistance.

Throughout these and many other City projects completed by Kimley-Horn, their professional staff provided excellent quality designs both on time and within budget. The City of Ocala would highly recommend Kimley-Horn for similar projects.

If you have any questions, please feel free to contact me at slanier@ocalafl.org or Rusella Bowes-Johnson at Rjohnson@ocalafl.org or (352) 351-6772.

Sincerely,

A handwritten signature in black ink that reads "Sean Lanier".

Sean Lanier, P.E., CFM
City Engineer/Director



CITY OF BELLEVUE

5343 S.E. Abshier Boulevard · Belleview, Florida 34420

Telephone: (352) 245-7021 · Fax: (352) 245-6532

"City With Small Town Charm"

August 28, 2017

RE: Kimley-Horn and Associates, Inc.

To Whom It May Concern:

I would like to take this opportunity to provide a letter of reference for Kimley-Horn and Associates, Inc.

Kimley-Horn currently serves the City of Belleview as an engineering consultant and have provided the City with the following services:

- Hydraulic analysis of the City's water supply and distribution facilities,
- Hydraulic analysis of the City's wastewater collection and transmission facilities,
- Assisted the City in obtaining funding from the State Legislative appropriations as well as the St. Johns River Water Management District Cost-Share program.
- Designed and permitted the expansion of the City's wastewater treatment plant headworks, completed the permit renewal for our wastewater treatment facility, and provided construction phase services.

In addition, I have worked with Kimley-Horn for approximately 17 years in prior service to both the City of Ocala and the City of Wildwood. I have found them to be an extremely responsive consultant and their work to be of consistent high quality. They deliver their work on time, and they are well respected in the professional community.

I would recommend Kimley-Horn to any other government agency for a similar work assignment. If I can provide any further information, please feel free to contact me.

City of Belleview

Sincerely,

Bruce H. Phillips, PE, PLS
Public Works Director/City Engineer
Public Works Complex
5525 SE 119th Street
Belleview, FL 34420
352-233-2110
bphillips@belleviewfl.org

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MAYOR: Christine Dobkowski

COMMISSIONERS: Michael Goldman · Gary Ernst · Ronald T. Livsey · Robert "Bo" Smith

City of High Springs
23718 W US HWY 27
High Springs, Florida 32643



Telephone (386) 454-1416
Facsimile: (386) 454-2126
Web: www.highsprings.us

December 1, 2020

Ms. Allison Megrath
Kimley-Horne & Associates, Inc.
747 Southwest 2nd Avenue, Suite 171
Gainesville, FL 32601

Dear Ms. Megrath,

The staff and citizens of the City of High Springs would like to thank you and your team for your hard work and extensive efforts in our community. You and your team have demonstrated outstanding leadership and knowledge in helping the City update our Comprehensive Plan along with our Economic Development Strategy and Disaster Resiliency Plan. You have interacted with our citizens, City Staff, and the City Commission listening to everyone's concerns and ideas for the future of our town.

The City received funding through the Competitive Partnership Grant. Your assistance with making sure we are complying with the contractual obligations of this grant is a great help to City Staff.

Your continued assistance to our Planning and Development Department by supplying on-call planning support has proven invaluable to City Staff.

We look forward to working with you and your team to finish up the projects we have already started as well as working with you on future projects.

Sincerely,

Ashley Stathatos
City Manager

AS/ds



Date: January 17, 2022

Re: Reference Letter for Kimley-Horn and Associates, Inc.

To Whom It May Concern:

I would like this opportunity to provide a letter of reference for Kimley-Horn and Associates, Inc.

Kimley-Horn has served the City of Lake Wales as an engineering consultant on various utility projects, including the design and permitting of the Lake Wales Wastewater Treatment Facility Rehabilitation, as well as wastewater treatment plant permitting renewals and permitting modifications. Kimley-Horn also assisted the City with obtaining funding from the Florida Department of Environmental Protection State Revolving Fund.

I have found Kimley-Horn to be an extremely responsive consultant and their work to be of consistently high quality. They provide their work on time and are well respected in the professional community.

I would recommend Kimley-Horn to other government agencies for similar work assignments. If I can provide any further information, please feel free to contact me.

Best Regards,

Ted Long
Chief Wastewater Operator – Utilities Department
City of Lake Wales
840 Henry Street
Lake Wales, FL 33853
863.678.4114
tlong@lakewalesfl.gov

Tab H.

Additional Information



Tab H. Additional Information

Approach to Performing Professional Services

Selecting a quality professional on-call consultant is undoubtedly important to the City of Wildwood. We understand that even though other firms might consider Wildwood a secondary or rural service area, your needs are just as important as any other city in the state. Your consultant should have all the technical expertise to complete complicated assignments; and be strong in project management, quality control, and communication. It is also important, though not always as immediately evident, that your consultant be a strong and successful business partner that provides a great place for their employees to work. Kimley-Horn is that consultant.

Our team has served as on-call consultants for countless municipalities over the years and has developed an approach and methodology to making every opportunity a successful one. **Listed below is an overview of key characteristics of our approach to handling continuing services contracts.**

- **Be Flexible.** We understand that schedules and project scopes change. We will be prepared to manage changes of any magnitude throughout the life of this contract.
- **Think and Act as an Extension of the City's Staff.** Our team will approach projects as a part of your staff. When we work on your projects, we will always have your goals in mind as we make design decisions.
- **Think Big Picture.** We will look beyond the project scope to understand the City's goal(s). We will help the City identify and procure outside funding whenever possible.
- **Be Creative.** We will look for creative solutions and present them to the City throughout the contract—solutions that minimize costs, maximize ease of maintenance, and streamline regulatory permitting.
- **Always Deliver.** When we say we will deliver a concept, deliverable, or schedule, we keep that promise.
- **Provide Community Support.** Outreach to the community can be as important as the design of a project. We can provide complete community services by preparing all media and presenting to the community, or simply support the City.

Project Management Techniques

Kimley-Horn recognizes that a teamwork-based approach is critical to successfully serve the City of Wildwood and exceed your expectations for each assignment. Our project management plan is centered on the combined efforts of a team of discipline-specific project managers (see organizational chart in Tab C), quality subconsultants, and City staff. Each assignment will be considered individually based on the City's needs and a project team will be assigned to meet the City's goals. This approach allows you a single point of contact while achieving projects with multiple disciplines from Kimley-Horn's efficient and productive team.

Kimley-Horn's approach to project management is characterized by the following proven philosophies and policies, which are ingrained in our culture:



1. Develop a clear understanding of the City's vision for the project
2. Develop a comprehensive work plan and schedule to accomplish the project
3. Set milestones that support the schedule delivery
4. Production management for milestone delivery and staffing needs
5. Communicate with the City regularly on project status and outstanding issues
6. Create an atmosphere that encourages teamwork and efficiency to successfully complete the project within budget and on schedule

This approach brings a unified team in lockstep with City staff's vision for project delivery. You will know the project delivery status routinely so you can provide updates within the City's internal and external meetings. Kimley-Horn continues to execute our client's most challenging projects successfully.

When a quick turnaround is needed, all Kimley-Horn project managers have direct authority to allocate resources by bringing in staff from other offices to complete your assignments. Resource sharing is not just something we talk about; it is a part of Kimley-Horn's culture, and our project managers direct it on a weekly basis. For you, this means urgent project demands can be completed quickly and efficiently by responsive, expert staff.

In short, Kimley-Horn has a no-nonsense, team-oriented, results-driven management approach that is saturated with top-quality people who consistently produce superior results. We have the local leadership, local experience, depth of resources, and diversity of expertise to provide the City's full scope of services for this contract.

With Kimley-Horn as your consultant, the following will be true:

- Following assignment of a project, you will receive a prompt, complete scope of services proposal that complies with all procurement rules and policies.
- You will receive a project schedule at the onset of every assignment.
- You will receive milestone deliverables on time, in the format that you request, with enough time in the schedule to allow for detailed review by City staff.
- You will receive proactive communications on project issues, and ideas on how to address problems and issues that arise.
- You will receive prompt responses to emails, phone calls, and meeting requests.
- You will always know the status of schedules, budgets, and amendments.
- You will receive invoices in the format required by the City, with any backup you request.
- You will receive high-quality deliverables that have gone through our own internal quality control review processes.
- At the close of the project, you will receive final deliverables and permit closeouts, and we will review the scope of services with you to make sure nothing remains undone.
- You will be served by high-quality community professionals who are empowered to provide nothing but excellent client service.

PROJECT START-UP

Our approach to starting any assignment includes a risk assessment review of the project with key members of staff. This assessment identifies critical elements of risk that may threaten the project's success. By understanding these risks upfront, we can strategize applying additional efforts or resources to mitigate the chance of that risk occurring. For example, common project risks on a transportation project may include schedule, environmental permitting, and utilities coordination. Kimley-Horn approaches these common risks by having a team that is experienced and understands the need of proactive communication. Having utility owners be responsive to a project can be challenging when you consider the number of requests an individual utility owner is dealing with at one time. To place your project in the best position for a response from these owners, our approach is having trusted relationships, meeting with them personally rather than just by phone, keeping them updated on issues and the project schedule, and making sure this coordination is done well before their responses are due.

APPROACH TO REQUIRED DISCIPLINES

Because we are a multidisciplinary firm, we have the expertise and personnel to tackle any assignment within the disciplines and areas of service noted in this RFQ. We have the in-house capabilities to provide you with virtually any civil engineering need you may have. Our depth of resources means you will benefit from experienced professionals who practice engineering for municipalities daily. We are prepared to immediately begin working on any project assignment under this contract. Below, we detail our general approach to the disciplines you have requested and further expand upon ways our expertise can benefit the City.

DETAILED WORK PLANS

Kimley-Horn's project managers develop very detailed work plans that include specific task items for the duration of all projects with associated team members' responsibilities and corresponding timelines. The work plan defines who, what, when, where, and how for all project tasks. This level of detail requires the project manager and the team members to think the project through and develop a plan that they are then responsible for implementing. This work plan process also helps to ensure the correct team members are selected for the work and minimizes problems through early detection, experience, and expertise.

COMMUNICATION

In addition to assembling the best team, Kimley-Horn project managers must communicate with the entire team to be aware of a project's status, adjust any work plan issues if they occur, and keep the client informed always. This level of communication is key to a successful project and an effective method for identifying any potential problems before they become serious. Early detection followed by immediate action is critical. If a problem does develop, the best approach is to research the issue to determine the severity of the problem, formulate a plan to address the issue with the appropriate team members, and then immediately present the client with the best resolution—one that is supported by clear and concise documentation so that if direction is required by the client, the necessary facts are available for an informed decision.

PROJECT MANAGEMENT AND COMMUNICATION

Engineering projects require an abundance of clear communication and project documentation to assist public citizens, impacted property owners, utility providers, state permitting agencies, elected officials, and local businesses with clearly understandable project details. With Kimley-Horn as your consultant, you will always know where the project stands, have clear meeting notes and a current schedule, and be equipped to deal with elected officials and the public in a proactive manner. **No matter what the assignment may be, our philosophy to project management is the same:**

- We will respond quickly and make sure that we understand the assignment. We want to know the circumstances that have led to the project or task. We also want to know what the end result needs to be and set up a work plan to achieve it.
- We will make sure that we understand who our Wildwood project manager will be and who we need to report to and serve.
- We will assign a Kimley-Horn project team whose expertise is best suited to the task at hand. The right project team consists of an experienced project manager, the correct technical experts for the project and, if necessary, the correct subconsultants to get the job done.
- We will create a clear project scope, fee and schedule, and prepare an appropriate work order for approval at the staff or board level. Our contract documents will be understandable and will follow all Sumter County procurement policies and procedures.
- We will execute the work while maintaining clear and frequent communication and schedule updates.
- We will provide quality deliverables to the satisfaction of our assigned project manager. We will close out projects and tasks so that records are complete, and no task remains undone.
- Lastly, we will ask for feedback on how we did at the close of each project so that we may constantly improve our services and deliverables to the City of Wildwood.

Scheduling and Construction Cost Control Policies and Procedures

Before kicking off any project, we develop a detailed work plan. This will include a detailed schedule and milestones that reflect the City of Wildwood's expected and agreed upon schedule. Internal deadline will also be established to provide quality assurance/quality control (QA/QC) and a time buffer to ensure we deliver before the deadline.

Depending on each project's scope, as defined in the respective the agreement with the City, we will develop Opinion of Probable Construction Costs (OPCCs). These OPCCs will provide the City with estimates for budgeting purposes and expected construction costs.

During design, we take the City's budget into consideration and consider all possible options to produce the most cost-effective design. The resulting design is the product of a number of brainstorming sessions between senior engineers throughout the duration of the project.

Quality Assurance/Quality Control (QA/QC)

Quality projects do not happen by accident. Kimley-Horn's reputation is only as good as each project we complete. We have a commitment and passion for quality work above all else. QA/QC means more than a cursory review of deliverables. Kimley-Horn will achieve quality through rigorous planning, coordination, supervision, technical direction, and the use of aptly skilled professionals.

A key component of QA/QC is quality people. We offer you a team of experienced and technically talented professionals who know how to implement these types of projects. The Kimley-Horn team provides the ideal combination of relevant experience, expert engineering, and proven cost control management techniques.

We achieve quality through rigorous planning, coordination, supervision, technical direction, and the use of appropriately skilled professionals. The following steps summarize our formal in-house program for complete quality management:

- **Develop Detailed Work Plan.** The work plan establishes major tasks, identifies staff members who will complete the tasks, determines how much time the tasks will take, designates QC review staff, and details the schedule for accomplishment.
- **Assign QA/QC Responsibility.** Depending on the type of project we are assigned, we will designate a QA/QC manager with extensive experience with these types of projects, but who will not be involved in the day-to-day development—this enables him or her to bring a fresh perspective and critical eye to each project.
- **Conduct Peer Reviews.** We design peer reviews to check, review, and provide oversight of work activities. Individuals who are not directly responsible for performing the task conduct peer reviews, offering an unbiased technical evaluation at every step of the project.
- **Perform Meticulous Project Documentation.** Appropriate data and work papers that detail the choices that were evaluated and the basis for recommendations will support all documents.
- **Final Project Manager Endorsement.** Our project managers will evaluate each project for clarity, accuracy, completeness, and scope compliance.



Our internal QA/QC program will include:

- An internal kickoff meeting held with key team members assigned to the job to clearly define the scope and subtask responsibilities, establish schedules, and identify project milestones and goals.
- At the end of each phase, a QA/QC review will be conducted as one of several final checks to ensure that the project deliverable is technically sound and consistent with the client's objectives.
- Any changes or modifications required to respond to the comments and recommendations of the QA/QC team will be incorporated during the ongoing analysis prior to submitting deliverables.
- While QA/QC begins with the team assigned to undertake this project, our Continuous Quality Improvement (CQI) program will include independent reviews of project documents and supporting data by highly qualified professionals within Kimley-Horn not directly involved in the project. *Our CQI program will include, but not be limited to, the following procedures:*
 - » Project decisions will be documented and supported by appropriate data that will clearly show the choices evaluated and the basis for our recommendations.
 - » The project managers or QA/QC advisor will monitor and evaluate the project review. The review will cover clarity, accuracy, completeness, constructability, and complete scope compliance.

We Understand the City of Wildwood's Needs

The City of Wildwood has been a cornerstone client of Kimley-Horn for the past 22 years. In 2008, Kimley-Horn professionals responded to an advertisement for on-call engineering qualifications placed by the City of Wildwood. In January of 2009, we were selected for our first project under that contract, which was a simple development review for the Project Review Committee (PRC). Our second assignment was a utility analysis of portions of the City's wastewater infrastructure. From there, we've continued to work for the City under the on-call contract and to date we have completed over 475 individual assignments.

Over the past two decades, Kimley-Horn has provided a multitude of professional services to the City of Wildwood, including the following:

1. Development Review Representation
2. Planning Studies
3. Grant Applications and Administration Assistance, including Community Development Block Grants (CDBGs)
4. Roadway Designs
5. State Revolving Fund (SRF) Planning, Procurement, and Project Execution
6. Legislative Appropriations Funding Requests, Procurement, and Execution
7. Utility Master Planning
8. Utility Transmission and Collection System Design
9. Water Treatment Plant (WTP) Analysis and Design
10. Wastewater Treatment Plant (WWTP) Analysis and Design
11. Construction Phase Administration and Inspections
12. Land Planning
13. Landscape Architecture
14. Drainage Studies and Flooding Area Improvements
15. Presentations to the City Council
16. Technical Assistance with the Review of Agreements
17. Intercoordination with the Florida Department of Transportation (FDOT), Sumter County, and Lake-Sumter Metropolitan Planning Organization (MPO)



Highlights from our work for you since 2009 include the following:

- 2009** – Designed and permitted system improvements that fixed the recurring flooding problem on Gamble Street and at City Hall
- 2011** - Helped procure, and then implement, Pitt and Stone Community Development Block Grant (CDBG) improvements
- 2013 and 2017** - Assisted the City of Wildwood by rewriting the land development regulations and prepared updated standard construction details
- 2014** - Solved the transmission system design route to serve the Trailwinds development area, prepared full designs and permits for the pipeline, and designed the system to accommodate northwest service area improvements
- 2014** - Prepared the City's water, wastewater, and reclaimed water utility master plan with a utility revenue sufficiency analysis
- 2014** - Worked jointly with Wildwood and Sumter County to design and oversee construction of the widening of Cleveland Avenue (C-466A), which resulted in a major corridor upgrade and spurred the redevelopment of the residential and neighborhood commercial areas in that part of the City
- 2015** - Designed and oversaw the construction of wastewater treatment plan (WWTP) headworks upgrades
- 2015** - Assisted the City with Florida Department of Environmental Protection State Revolving Fund (FDEP SRF) funding acquisition, design, and construction administration of the CR-209 force main project
- 2016** - Designed and provided construction administration services for the Ashely Water Treatment Plant (WTP)
- 2016** – Prepared the landscaping design for the Wildwood gateway feature on southbound U.S. 301 (admittedly a small project, but one we are proud of nonetheless)
- 2017** - Assisted the City with FDEP SRF funding and legislative appropriations funding for construction and testing the Oxford Water Treatment Plant (WTP) and lower Floridan water supply wells
- 2018** - Updated the City's water, wastewater, and reclaimed water utility master plan



Most importantly, as we reviewed the breadth of projects we have completed for Wildwood, we are most proud of the fact that Kimley-Horn has never once failed to deliver on a project commitment to the City. We've never placed the City into a claim or lawsuit on one of our projects; we've never seen a major change order during construction that was linked to the quality of our work; we've never failed to reach an agreement on design contract terms, and we've never received a single call from the City notifying us that you were dissatisfied with the quality of our technical deliverables. In fact, we have received numerous accolades from staff and administration over the past decade—something we are very pleased about. Our commitment to quality of service, quality of deliverable, and responsiveness separates us from other firms.

We are satisfied with the projects we have delivered for you, and we are committed to producing quality work for years to come. As you review this RFQ, please consider that other firms will promise you that they will be as good as Kimley-Horn. We only ask you to consider our proven track record to decide what you can expect from us.

Innovative Designs and Approaches That Will Benefit the City

We have access to the latest advanced software and programs to model and simulate complex projects, which allows us to create innovative designs. Our project approach will be founded in our knowledge of rising industry trends and will address solutions to current and future problems that the City may have.

Our design specifications for structures includes environmentally friendly materials that yield the most effective prevention for contamination, erosion, and illicit discharges. Such materials will benefit the City by guaranteeing compliance with the Land Development Code (LDC) and Florida Department of Environmental Protection (FDEP) requirements.

Every one of our Kimley-Horn offices shares updates in technology, designs, processes, and lessons learned, which we will apply to our projects with the City. We discuss the above at the beginning of each project cycle to make certain that all team members working on the project are informed of the latest and greatest.

Additional Pertinent Information

Firm Overview

Kimley-Horn is a multidisciplinary consulting firm offering services to federal, state, and local government agencies, developers, and commercial, industrial, and agricultural interests.

Founded in 1967 by transportation engineers in Raleigh, North Carolina, Kimley-Horn became well known for its expertise in transportation planning and traffic engineering. In the early 1970s, the firm built an impressive track record in regional and urban area transportation planning, traffic impact analysis (TIA), parking planning and design, traffic control system design, as well as statewide and local traffic operations and safety studies. During this period, the firm also added practices in structural, highway, and bridge design, as well as airport planning and design.

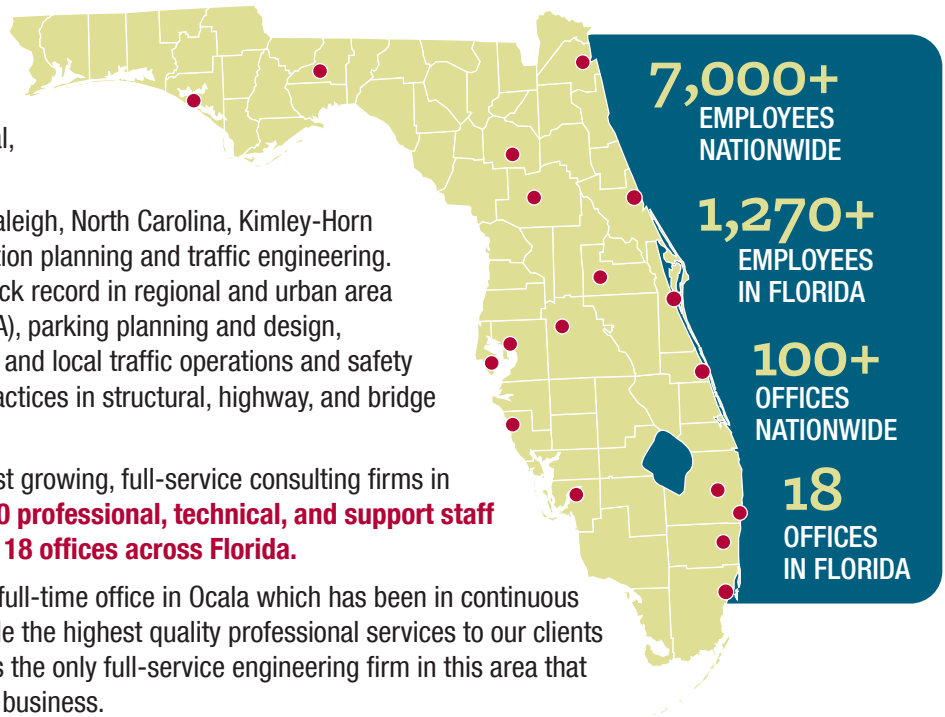
Today, Kimley-Horn is one of the largest and fastest growing, full-service consulting firms in Florida. **Our permanent staff includes over 7,000 professional, technical, and support staff in 110 offices nationwide—more than 1,200 in 18 offices across Florida.**

Twenty years ago in 2003, Kimley-Horn opened a full-time office in Ocala which has been in continuous operation ever since. From this location, we provide the highest quality professional services to our clients in the North Central Florida market. Kimley-Horn is the only full-service engineering firm in this area that serves public-sector clients as a major part of our business.

Our corporate structure at Kimley-Horn is such that our offices do not “compete” with one another for work—meaning our firm’s national expertise is accessible to our local team to serve you at the highest capacity. For Wildwood, this translates to precise and cost-effective coordination, deep resources, and the best possible team.

A proven record of client service, adaptability, versatility, and responsiveness sets Kimley-Horn apart.

Our approach gives clients the best of both worlds—the resources of a large, nationally-ranked firm with the personal attention and response rate of a small, dedicated professional team.



Services We Can Provide the City

- State Revolving Fund (SRF) Programming and Execution
 - » Our local SRF project experience includes the following projects: Oxford Water Treatment Plant (WTP), Champagne Farm Water System Project Diversion Requirement (PDR), CR-209 Force Main and Lift Station Improvements, Dade City Lift Station Rehabilitation, and Lake Wales SR 60 Utility Extension
- Utility System Planning, Design, Permitting, and Construction Administration
- Stormwater
- Drainage Analysis, Planning, and Design
- Stormwater Utilities
- Roadway and Drainage Improvement Design and Permitting
 - » Our local roadway reconstruction experience includes the following projects: C-466A Widening, C-466W Rehabilitation, C-469 Resurfacing, C-462 Widening, C-466W Widening, C-468/Turnpike Interchange, SR 44/Morse Boulevard signal design, and Sumter County annual pavement management projects
- Landscape Architecture
- Bid Administration and Construction Phase Services
- Assistance With Codes and Specifications
- Community Development Block Grant (CDBG) Project Execution
- Producing/Administering Local Agency Program (LAP)-Qualified Projects
 - » Our local experience in producing/administering projects that receive Florida Department of Transportation (FDOT) funding assistance via LAP, Small County Road Assistance Program (SCRAP), or Small County Outreach Program (SCOP) includes C-466W Resurfacing, C-466W Design, C-475 SCOP Improvements, C-469 Resurfacing, and C-476 Safety Improvements
- Transportation Planning
- Preliminary Engineering Studies
- Bridge Design and Permitting
- Environmental Engineering

Tab I.

Minority Business Enterprise (MBE)



Tab I. Minority Business Enterprise (MBE)

At Kimley-Horn, we are always looking for opportunities to include small and disadvantaged businesses in our contracts and through teaming agreements. While Kimley-Horn is not a Small Business Enterprise (SBE) or a Minority/Women-Owned Business Enterprise (M/WBE), we are committed to meeting or exceeding our clients' stated minority business participation goals. We provide interested minority and women-owned firms the opportunity to partner with us on our teams and we actively seek to increase and update our large database of qualified MBE firms for partnership on future projects. Through these partnerships, Kimley-Horn is furthering the positive economic development momentum that the City of Wildwood advocates through the use of MBE businesses on its contracts. Our commitment to partnering with minority firms to add value to the services we provide is demonstrated by the over \$264 million Kimley-Horn has contractually committed to minority businesses over the past 10 years. We believe this record of partnership with MBE firms speaks to Kimley-Horn's commitment to the MBE community and demonstrates tremendous value in service to our clients. To this end, Kimley-Horn will continue its long-standing practice of partnering with MBEs on current and future projects.

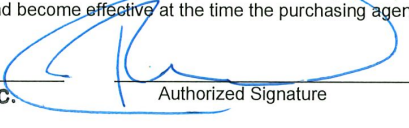
Tab J.

Additional Required Documents



Tab J. Additional Required Documents

PROPOSER'S CERTIFICATION

Submit To: City of Wildwood 100 N Main Street Wildwood, FL 34785 352-330-1330 352-330-1338 (fax)		CITY OF WILDWOOD REQUEST FOR QUALIFICATION (RFQ) CERTIFICATION AND ADDENDA ACKNOWLEDGMENT	
DUE DATE: April 4, 2023	DUE TIME: 11 a.m.	RFQ # 2023 - 07	
TITLE: Engineering Services			
VENDOR NAME: Kimley-Horn and Associates, Inc.		PHONE NUMBER: 352.438.3000	
VENDOR MAILING ADDRESS: 1700 SE 17th Street, Suite 200		FAX NUMBER: 561.863.8175	
CITY/STATE/ZIP: Ocala, FL 34471		E-MAIL ADDRESS: Richard.Busche@kimley-horn.com	
"I, the undersigned, certify that I have reviewed the addenda listed below (list all addenda received to date). I understand that timely commencement will be considered in award of this RFQ and that cancellation of award will be considered if commencement time is not met, and that untimely commencement may be cause for termination of contract. I further certify that the services will meet or exceed the RFQ requirements. I, the undersigned, declare that I have carefully examined the RFQ, specifications, terms and conditions as applicable for this Request, and that I am thoroughly familiar with all provisions and the quality and type of coverage and services specified. I further declare that I have not divulged, discussed, or compared this RFQ with any other Offeror and have not colluded with any Offerors or parties to an RFQ whatsoever for any fraudulent purpose."			
<u>1</u>			
Addendum #	Addendum #	Addendum #	Addendum #
"I certify that this quote is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting an RFQ for the same material, supplies, equipment or services and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this RFQ and certify that I am authorized to sign this response and that the offer is in compliance with all requirements of the RFQ, including but not limited to certification requirements. In conducting offers with an agency for CITY OF WILDWOOD, respondent agrees that if this RFQ is accepted, the respondent will convey, sell, assign, or transfer to the City of Wildwood all rights, title and interest in and to all causes of action it may now or hereafter acquire under the anti-trust laws of the United States for price fixing relating to the particular commodities or services purchased or acquired by the CITY. At the City of Wildwood discretion, such assignment shall be made and become effective at the time the purchasing agency renders final payment to the respondent."			
Richard V. Busche, P.E. Vice President Kimley-Horn and Associates, Inc.		 Authorized Signature	4-3-23 Date
<i>This form must be completed and returned with your Submittal</i>			

QUALIFICATIONS FORM FOR CITY OF WILDWOOD



Name of Firm Submitting Qualifications Kimley-Horn and Associates, Inc.

Name of Person Submitting Qualifications Richard (Rick) Busche, P.E.

PROPOSER ACKNOWLEDGMENT

"The undersigned hereby declares that he/she has informed himself/herself fully in regard to all conditions to the work to be done, and that he/she has examined the RFQ and Specifications for the work and comments hereto attached. The Vendor proposes and agrees, if this submission is accepted, to contract with the City of Wildwood to furnish all necessary materials, equipment, labor and services necessary to complete the work covered by the RFQ and Contract Documents for this Project. The Vendor agrees to accept in full compensation for each item the prices named in the schedules incorporated herein."


Signature

4.5.2023
Date

2023-07

RFQ Number

[x] Check if exception(s) or deviation(s) to Specifications. Attach separate sheet(s) detailing reason and type for the exception or deviation.

This document must be completed and returned with your Submittal

Detailed Exceptions or Deviations: Items listed below are specifically excluded from Kimley-Horn and Associates, Inc. (“Bidder,” “KHA,” “Kimley-Horn,” “Consultant”) minimum specifications.

1. The indemnification in RFQ # 2023-07 contains language that is inconsistent with Florida Statute 725.08. If awarded the Project, Kimley-Horn looks forward to executing a mutually agreeable contract compliant with Florida Statutes, specifically F.S. 725.08, such as the one signed by both parties on April 8th, 2019.
 - a. Indemnification section on the Statement of Terms and Conditions for RFPs, RFQ, and Bid form.
 - b. In section 10, the second page of the sample Contract.
 - c. On the 4th page of the Part 4 Evaluation and Award forms, within the Standard Insurance Requirements category and under the section “Indemnification.”
 - d. First paragraph of the Hold Harmless Agreement.
2. As currently worded in Section 1 on the first page of the sample Contract, the City is asking Kimley-Horn to assume the highest professional standards in performing its work. While Kimley-Horn is committed to serving its clients, we are only required to do so in accordance with the professional Standard of Care, which is the degree of care and skill ordinarily exercised by consultants performing the same or similar services in the same locality at the time the services are provided. The relationship currently described in the proposal exceeds the Standard of Care to be provided by Design Professionals and we respectfully request that the City modify this language to comply with the foregoing language.

Furthermore, note that the Standard of Care in Article 6 in our current contract with the City of Wildwood for Engineering services, dated April 8th, 2019, complies with the standards for performance of the work.

Statement of Terms and Conditions For RFPs, RFQs, and Bid

PUBLIC ENTITY CRIME: A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a qualifications/bid on a contract to provide any goods or services to a public entity, for the construction or repair of a public building or public work, may not submit Qualifications/Bids on leases of real property to a public entity, may not be awarded or perform work as a Consultant, supplier, subconsultant, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

INDEMNIFICATION: The consultant shall indemnify and hold harmless the City of Wildwood and their elected officials, employees, agents, representatives, and volunteers from and against any and all claims, damages, losses and expenses, (including legal costs), or liabilities based on third party claims of injury to persons or damage to property arising out of or resulting, in whole or in part, from a negligent act or omission or willful misconduct of consultant or its employees, Subcontractors, agents or representatives.

PROHIBITION OF LOBBYING: During the blackout period which is, the period between the time the submittals for Invitation to Bid or the Request for Proposals, or Qualifications, or information, as applicable, are received at Contracts / Purchasing and the time the City awards the contract, no proposer, no lobbyist, principal, or other person may lobby, on behalf of a competing party in a particular procurement matter, any member of the City, or any City employee other than Cassandra Smith in writing via email to csmith@wildwood-fl.gov. Violation of this provision may result in disqualification of violating party. All questions regarding this Request for Proposals (RFQ) or invitation to bid (BID) must be submitted in writing to the contact listed in the solicitation or the City Clerk.

ANTI TRUST LAWS: By submission of a signed RFQ or BID, the successful vendor acknowledges compliance with all antitrust laws of the United States and the State of Florida, in order to protect the public from restraint of trade, which illegally increases prices.

CONFLICT OF INTEREST: The award of the contract hereunder is subject to the provisions of Chapter 112 of the Florida Statutes. Vendors shall disclose the name of any Officer, Director, Partner, Associate, or Agent who is also an Officer, Appointee, or Employee of any of the City's at the time of the RFP, RFQ or BID, or at the time of occurrence of the Conflict of Interest thereafter.

INTERPRETATION, CLARIFICATIONS AND ADDENDA: No oral interpretations will be made to any vendor as to the meaning of the RFQ/BID Contract Documents. Any inquiry or request for interpretation received by Cassandra Smith via email to csmith@wildwood-fl.gov before the date listed herein will be given consideration. All such changes or interpretations will be made in writing in the form of an addendum and, if issued, will be distributed at or after the Pre-Proposals/Pre-Bid Conference, mailed or sent by available or electronic means to all attending prospective Submitters prior to the established RFQ/BID opening date. Each respondent shall acknowledge receipt of such addenda in the space provided. In case any Proposer/Bidder fails to acknowledge receipt of such addenda or addendum, his offer will nevertheless be construed as though it had been received and acknowledged and the submission of his bid will constitute acknowledgment of the receipt of same. All addenda are a part of the RFQ/BID FORMS and each Proposer/Bidder will be bound by such addenda, whether or not received by him. It is the responsibility of each proposer/bidder to verify that he has received all addenda issued before RFQ's/BID's are opened. In the case of unit price items, the quantities of work to be done and materials to be furnished under this RFP/RFQ/BID Contract are to be considered as approximate only and are to be used solely for the comparison of RFP's/RFQ's/BID's received. The City and/or its consultant do not expressly or by implication represent that the actual quantities involved will correspond exactly therewith; nor shall the Vendor plead misunderstanding or deception because of such estimate or quantities of work performed or material furnished in accordance with the Specifications and/or Drawings and other Proposals/Bid Documents, and it is understood that the quantities may be increased or diminished as provided herein without in any way invalidating any of the unit or lump sum prices bid.

GOVERNING LAWS AND REGULATIONS: The vendor is required to be familiar with and shall be responsible for complying with all federal, state and local laws, ordinances, rules and regulations that in any manner affect the work.

PROPRIETARY/CONFIDENTIAL INFORMATION: Vendors are hereby notified that all information submitted as part of, or in support of RFP's/RFQ's/BID's, will be available for public inspection ten days after opening of the RFQ's/BID's or until a short list is recommended whichever comes first, in compliance with Chapter 119, and 287 of the Florida Statutes. All RFP's/RFQ's/Bids submitted in response to this solicitation become the property of the City. Unless information submitted is proprietary, copy written, trademarked, or patented, the City reserves the right to utilize any or all information, ideas, conceptions, or portions of any RFP/RFQ/BID, in its best interest.

TAXES: The City of Wildwood is exempt from any taxes imposed by the State and/or Federal Government. Exemption certificates will be provided upon request.

NON-COLLUSION DECLARATION: By signing this RFQ/BID, All Vendors shall affirm that they shall not collude, conspire, connive or agree, directly or indirectly, with any other Proposer, firm, or person to submit a collusive or sham Proposals in connection with the work for which their RFP/RFQ/BID has been submitted; or to refrain from bidding in connection with such work; or have in any manner, directly or indirectly, sought by person to fix the price or prices in the RFP/RFQ/BID or of any other Bidder, or to fix any overhead, profit, or cost elements of the RFQ/BID price or the RFP/RFQ/BID price of any other Bidder, or to seek through any collusion, conspiracy, connivance, or unlawful agreement any advantage against any other Bidder, or any person interested in the proposed work.

PROPOSER RESPONSIBILITY: Invitation by the City's to vendors is based on the recipient's specific request or as the result of response by the public to the legal advertisements required by State law. Firms or individuals submit their responses on a voluntary basis, and therefore are not entitled to compensation of any kind.

CITYSHIP OF SUBMITTALS: All responses, inquiries or correspondence relating to or in reference to this RFQ/BID, and all other reports, charts, displays, schedules, exhibits and other documentation submitted by the vendors will become the property of the City. Reference to literature submitted with a previous RFP/RFQ/BID will not relieve the Bidder from including any required documents with this RFP/RFQ/BID.

EXAMINATION OF BID DOCUMENTS: Each Bidder shall carefully examine the RFP/RFQ/BID Document to ensure all pages have been received, all drawings and/or Specifications and other applicable documents are included, and shall inform himself thoroughly regarding any and all conditions and requirements that may in any manner affect cost, progress or performance of the work to be performed under the Contract. Ignorance on the part of the FIRM will in no way relieve him of the obligations and responsibilities assumed under the Contract.

VENDOR RESPONSIBILITY: Vendors are fully and completely responsible for the labeling, identification and delivery of their submittals. The City of Wildwood will not be responsible for any mislabeled or misdirected submissions, nor those handled by delivery persons, couriers, or the US Postal Service.

DRUG FREE WORKPLACE: All Proposers/Bidders shall submit the enclosed, duly signed and notarized form entitled "Drug Free Workplace Certificate". The Drug Free Workplace Vendor shall have the burden of demonstrating that his program complies with Section 287.087 of the Florida Statutes, and any other applicable state law.

THE CITY OF WILDWOOD, is a political subdivision of the State of Florida, and reserves the right to cancel an RFQ and to reject any and/or all submittals, reserve the right to waive any and all informalities or irregularities, to re-advertise with either the identical or revised specifications, and reserve the right to award contracts and/or in the best interest of the City. Submittals not meeting stated minimum terms and qualifications may be rejected by the City as non-responsive. The City reserves the right to reject any or all submittals without cause. The City reserves the right to reject the submission of any Vendor in arrears or in default upon any debt or contract to the City, or who has failed to perform faithfully any previous contract with the City's or with other governmental agencies.

PUBLIC RECORDS LAW: Correspondence, materials and documents received pursuant to this RFQ/BID become public records subject to the provisions of Chapter 119, Florida Statutes.

VERIFICATION OF TIME: Verizon time is hereby established as the Official Time of the City's.

PREPARATION OF PROPOSALS/BIDS:

Signature of the Bidder: The Bidder must sign the RFQ/BID FORMS in the space provided for the signature. If the Proposer/Bidder is an individual, the words "doing business as _____" must appear beneath such signature. In the case of a partnership, the signature of at least one of the partners must follow the firm name and the words, "Member of the Firm" should be written beneath such signature. If the Proposer/Bidder is a corporation, the title of the officer signing the RFQ/BID on behalf of the corporation must be stated and evidence of his authority to sign the RFQ/BID must be submitted. The Proposer/Bidder shall state in the RFQ/BID FORMS the name and address of each person interested therein.

Basis for Bidding: The price proposed for each item shall be on a lump sum or unit price basis according to specifications on the RFP/RFQ/BID FORM. The proposed prices shall remain unchanged for the duration of the Contract and no claims for cost escalation during the progress of the work will be considered, unless otherwise provided herein.

Total Proposed Price/Total Contract Sum Proposed: If applicable, the total price bid for the work shall be the aggregate of the lump sum prices proposed and/or unit prices multiplied by the appropriate estimated quantities for the individual items and shall be stated in figures in the appropriate place on the RFP/RFQ/BID FORM. If there is a discrepancy on the RFP/RFQ/BID FORM due to unit price extensions or additions, the corrected extensions and additions shall be used to determine the project bid amount.

TABULATION: Those wishing to receive an official tabulation of the results of the opening of this RFP/RFQ/BID are to submit a self-addressed, stamped business size (No. 10) envelope, prominently marked on the front lower left side, with the RFQ identification. Tabulation requested by telephone, fax or electronic media will not be accepted.

OBLIGATION OF WINNING BIDDER: The contents of the RFP/RFQ/BID of the successful proposer/bidder will become contractual obligations if acquisition action ensues. Failure of the successful Proposer/Bidder to accept these obligations in a contract may result in cancellation of the award and such vendor may be removed from future participation.

AWARD OF BID: It is the City's intent to select a vendor within sixty (60) calendar days of the deadline for receipt of Proposals/Qualifications/Bids. However, Proposals/Qualifications/Bids must be firm and valid for award for at least ninety (90) calendar days after the deadline for receipt of the RFP/RFQ/BID.

ADDITIONAL REQUIREMENTS: The firms shall furnish such additional information as the City may reasonably require. This includes information which indicates financial resources as well as ability to provide the services. The City reserves the right to make investigations of the qualifications of the firm as it deems appropriate.

PREPARATION COSTS: The City shall not be obligated or be liable for any costs incurred by Proposers/Bidders prior to issuance of a contract. All costs to prepare and submit a response to this RFP/RFQ/BID shall be borne by the Proposer/Bidder.

TIMELINESS: All work will commence upon authorization from the City's representative. All work will proceed in a timely manner without delays. The Consultant shall commence the work UPON RECEIPT OF NOTICE TO PROCEED and/or ORDER PLACED (PURCHASE ORDER PRESENTED) and shall deliver in accordance to the terms and conditions outlined and agreed upon herein.

DELIVERY: All prices shall be FOB Destination, Sumter County, Florida, inside delivery unless otherwise specified.

ADDITIONAL SERVICES/PURCHASES BY OTHER PUBLIC AGENCIES ("PIGGY-BACK"):

The Vendor by submitting a Bid acknowledges that other Public Agencies may seek to "Piggy-Back" under the same terms and conditions, during the effective period of any resulting contract – services and/or purchases being offered in this Bid, for the same prices and/or terms proposed. Vendor has the option to agree or disagree to allow contract Piggy-Backs on a case-by-case basis. Before a Public Agency can Piggy-Back any contract, the Agency must first obtain the vendor's approval – without the vendor's approval, the seeking Agency cannot Piggy-Back.

PLANS, FORMS & SPECIFICATIONS: Bid Packages are available from the City Clerk. These packages are available for pickup or by mail. If requested to mail, the Proposer/Bidder must supply a courier account number (UPS, FedEx, etc.). Proposers/Bidders are required to use the official RFP/RFQ/BID FORMS, and all attachments itemized herein, are to be submitted as a single document. Any variation from the minimum specifications must be clearly stated on a RFQ/BID FORM and/or Exceptions/Deviations Sheet(s). Only one set of plans, forms, and specifications will be furnished each company or corporation interested in submitting a Proposals/bid. RFQ/BID FORM documents for this project are free of charge and are available on-line and are downloadable.

MANUFACTURER'S NAME AND APPROVED EQUIVALENTS: Any manufacturer's names, trade names, brand names, information and/or catalog numbers listed in a specification are for information and not intended to limit competition unless otherwise indicated. The Proposer/Bidder may offer any brand for which he is an authorized representative, which meets or exceeds the RFP/RFQ/BID specification for any item(s). If RFQ's/BID's are based on equivalent products, indicate on the RFP/RFQ/BID FORM the manufacturer's product name and literature, and/or complete specifications. Reference to literature submitted with a previous RFP/RFQ/BID will not satisfy this provision. The Proposer/Bidder shall explain in detail the reason(s) why the proposed equivalent will meet the specifications and not be considered an exception thereto. RFP/RFQ's/BID's which do not comply with these requirements are subject to rejection. RFP/RFQ's/BID's lacking any written indication of intent to quote an alternate brand will be received and considered in complete compliance with the specifications as listed on the RFQ/BID FORM. The City is to be notified, in writing, of any proposed changes in materials used, manufacturing process, or construction. However, changes shall not be binding upon the City unless evidenced by a Change Notice issued and signed by the City or designated representative.

QUANTITIES: The quantities as specified in this RFP/RFQ/BID are estimates only and are not to be construed as guaranteed minimums.

SAMPLES: Samples of items, when called for, shall be furnished free of expense, and if not destroyed may, upon request, be returned at the Proposer's/Bidder's expense. Each sample shall be labeled with the Proposer's/Bidder's name, manufacturer brand name and number, RFP/RFQ/BID number and item reference. Samples of successful Proposer's/Bidder's items may remain on file for the term of the contract. Request for return of samples shall be accompanied by instructions which include shipping authorization and must be received at time of opening. Samples not returned may be disposed of by the City within a reasonable time as deemed appropriate.

DOCUMENT RE-CREATION: Vendor may choose to re-create any document(s) required for this solicitation but must do so at his own risk. All required information in the original City format must be included in any re-created document. Submittals may be deemed non-responsive if required information is not included in any re-created document.

ACKNOWLEDGED:

*This document must be completed and returned
with your Submittal*

(Signature and Date)

HOLD HARMLESS AGREEMENT

The Consultant agrees to hold the City of Wildwood harmless against all claims for bodily injury, sickness, disease, death or personal injury or damage to property or loss of use resulting there from, arising out of the agreement, to the extent that such claims are attributable, in whole or in part, to a negligent act or omission by the Consultant.

The Consultant shall purchase and maintain workers' compensation insurance for all workers' compensation insurance and employers' liability in accordance with Florida Statute Chapter 440.

The Consultant shall also purchase any other coverage required by law for the benefit of employees.

Required insurance shall be documented in Certificates of Insurance and shall be provided to the City representative requesting the service.

By signature upon this form the Consultant stipulates that he/she agrees to the Hold Harmless Agreement, and to abide by all insurance requirements.

Kimley-Horn and Associates, Inc.

Consultant-Print Name

Signature

Engineering Continuing Professional Services

Project Name

Date

The effective date of this Hold Harmless Agreement shall be for the duration of this project.

This document must be completed and returned with your Submittal

DRUG FREE WORKPLACE CERTIFICATE

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that,

Kimley-Horn and Associates, Inc.

(print or type name of firm)

- Publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above, and specifying actions that will be taken against violations of such prohibition.
- Informs employees about the dangers of drug abuse in the work place, the firm's policy of maintaining a drug free working environment, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug use violations.
- Gives each employee engaged in providing commodities or contractual services that are under RFQ or bid, a copy of the statement specified above.
- Notifies the employees that as a condition of working on the commodities or contractual services that are under RFQ or bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, please or guilty or nolo contendere to, any violation of Chapter 1893, or of any controlled substance law of the State of Florida or the United States, for a violation occurring in the work place, no later than five (5) days after such conviction, and requires employees to sign copies of such written (*) statement to acknowledge their receipt.
- Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
- Makes a good faith effort to continue to maintain a drug free work place through the implementation of the drug free workplace program.
- "As a person authorized to sign this statement, I certify that the above named business, firm or corporation complies fully with the requirements set forth herein".

[Signature]
Authorized Signature

4-3-23

Date Signed

State of: Florida

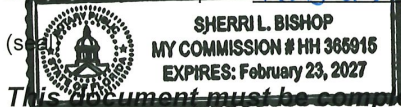
County of: Marion

Sworn to and subscribed before me this 3rd day of April, 2023 by Richard Busche by physical presence.

Personally known ✓ or Produced Identification _____
(Specify Type of Identification)

[Signature]
Signature of Notary

My Commission Expires Feb 23, 2027



~~This document must be completed and returned with your Submittal~~

**SWORN STATEMENT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES FORM**

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

1. This sworn statement is submitted to City of Wildwood

By Richard (Rick) Busche, P.E., Principal/Senior Vice President

{print individual's name and title}

for Kimley-Horn and Associates, Inc.

{print name of entity submitting sworn statement}

whose business address is 1700 SE 17th Street, Suite 200, Ocala, FL 34471

and (if applicable) its Federal Employer Identification Number (FEIN) is 56-0885618 (If the entity has
no FEIN, include the Social Security Number of the individual signing this sworn
statement:_____.)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), **Florida Statutes**, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), **Florida Statutes**, means a finding of guilt or a conviction of a public entity crime, with or without adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), **Florida Statutes**, means:
- A predecessor or successor of a person convicted of a public entity crime; or
 - An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
 - I understand that a "person" as defined in Paragraph 287.133(1)(e), **Florida Statutes**, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
 - Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **{indicate which statement applies.}**

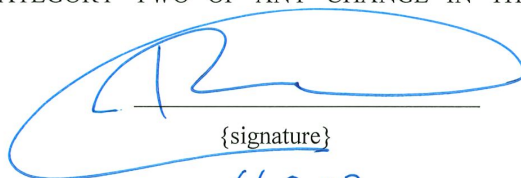
 X Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners,

shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. **{attach a copy of the final order}**

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.



{signature}

4.3.23

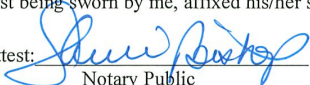
{date}

State of Florida

County of Marion

Richard Busche,

PERSONALLY APPEARED BEFORE ME, the undersigned authority Sherri Bishop, who after first being sworn by me, affixed his/her signature in the space provided above on this 3rd day of April, 2023

Attest: 

Notary Public
My commission expires: Feb. 23, 2027

(Notary Seal)



This document must be completed and returned with your Submittal

Conflict of Interest Disclosure Form

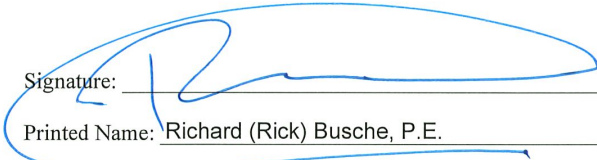
I HEREBY CERTIFY that

2. I (printed name) Richard (Rick) Busche, P.E. am the
(title) Principal/Senior Vice President and the duly authorized representative of the firm of (Firm Name)
Kimley-Horn and Associates, Inc. whose address is
1700 SE 17th Street, Suite 200, Ocala, FL 34471
, and that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I
am acting; and,

2. Except as listed below, no employee, officer, or agent of the firm have any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project; and,

3. This bid qualification is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid qualification for the same services, and is in all respects fair and without collusion or fraud.

EXCEPTIONS (List)

Signature: 

Printed Name: Richard (Rick) Busche, P.E.

Firm Name: Kimley-Horn and Associates, Inc.

Date: 4.3.23

State of Florida

County of Marion

Sworn to and subscribed before me this 3rd day of April 2023

by Richard Busche via
physical presence

Personally Known ☒

OR Produced Identification ☐ Type of Identification _____

My Commission Expires Feb. 23, 2027

Sherri L. Bishop

(Printed, typed or stamped commissioned name of notary)

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR QUALIFICATIONS PACKAGE

Client#: 238109

KIMLASS

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/28/2023

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

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

PRODUCER Edgewood Partners Ins. Center 3780 Mansell Rd. Suite 370 Alpharetta, GA 30022		CONTACT NAME: Jerry Noyola PHONE (A/C, No, Ext): 770-220-7699 FAX (A/C, No): E-MAIL ADDRESS: greylingcerts@greyling.com		
INSURED Kimley-Horn and Associates, Inc. 421 Fayetteville Street, Suite 600 Raleigh, NC 27601		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A : Lloyd's of London		
		INSURER B :		
		INSURER C :		
		INSURER D :		
		INSURER E :		
		INSURER F :		

COVERAGES

CERTIFICATE NUMBER: 23-24

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☐ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PRO-JECT ☐ LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ OTHER \$
	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER \$
	UMBRELLA LIAB ☐ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ OTHER \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N / A				PER STATUTE ☐ OTH-ER ☐ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Cyber Liability			W2E6F4230301	04/01/2023	04/01/2024	Limit \$5,000,000

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

CERTIFICATE HOLDER

CANCELLATION

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

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AM Best Rating Services

Lloyd's

BestLink  AMB #: 085202 AIN #: AA1122000

Domiciliary Address

One Lime Street
London EC3M 7HA,
[United Kingdom](#)

Web: www.lloyds.com

Phone: 44-207-327-1000

Fax: 44-207-327-5211

Assigned to insurance companies that have, in our opinion, an excellent ability to meet their ongoing insurance obligations.



View additional [news, reports and products](#) for this company.

Based on AM Best's analysis, [051215 - Society of Lloyd's](#) is the **AMB Ultimate Parent** and identifies the topmost entity of the corporate structure. View a list of [operating insurance entities](#) in this structure.

Best's Credit Ratings

Financial Strength [View Definition](#)

Rating (Rating Category): A (Excellent)
Outlook (or Implication): Stable
Action: Affirmed
Effective Date: July 15, 2022
Initial Rating Date: October 01, 1997

Best's Credit Rating Analyst

Rating Office: A.M. Best Europe - Rating Services Ltd.
Associate Director-Analytics: Alex Rafferty
Director-Analytics: Timothy Prince
Note: See the Disclosure information Form or Press Release below for the office and analyst at the time of the rating event.

Note: Credit Ratings on this company are [European Union Endorsed](#)

Long-Term Issuer Credit [View Definition](#)

Rating (Rating Category): a+ (Excellent)
Outlook (or Implication): Stable
Action: Affirmed
Effective Date: July 15, 2022
Initial Rating Date: August 12, 2004

Disclosure Information

Disclosure Information Form

View AM Best's [Rating Disclosure Form](#)

Press Release

[AM Best Affirms Credit Ratings of Lloyd's](#)
July 15, 2022

View AM Best's [Rating Review Form](#)

Financial Size Category [View Definition](#)

Financial Size Category: XV (\$2 Billion or greater)

AMB Rating Unit

Note: This data record represents an **AMB Rating Unit** and the following Best's Credit Ratings are based on the consolidated financials assigned to this record.

AMB #	Company Name	Best's FSR	Best's ICR
078649	Lloyd's Insurance Company (China) Ltd	A	a+

[095926](#) Lloyd's Insurance Company S.A. A a+

u Denotes [Under Review Best's Rating](#)

Rating History

AM Best has provided ratings & analysis on this company since 1997.

Financial Strength Rating

Effective Date	Rating
July 15, 2022	A
July 21, 2021	A
July 15, 2020	A
July 10, 2019	A
July 12, 2018	A
July 20, 2017	A

Long-Term Issuer Credit Rating

Effective Date	Rating
July 15, 2022	a+
July 21, 2021	a+
July 15, 2020	a+
July 10, 2019	a+
July 12, 2018	a+
July 20, 2017	a+

Related Financial and Analytical Data

The following links provide access to related data records that AM Best utilizes to provide financial and analytical data on a consolidated or branch basis.

AMB #	Company Name	Company Description
092160	Lloyd's (Switzerland Branch)	Represents the Property/Casualty financials for the Switzerland Branch of this legal entity.
087100	Lloyd's Underwriters CAB	Represents the Property/Casualty financials for the Canada Branch of this legal entity.
004093	Underwriters at Lloyd's, London (KY)	Represents Property/Casualty business of this legal entity.
022616	Underwriters at Lloyd's, London (VI)	Represents Property/Casualty business of this legal entity.
000565	Underwriters at Lloyd's, London (IL)	Represents Property/Casualty business of this legal entity.

Best's Credit & Financial Reports



[Best's Credit Report](#) - financial data included in Best's Credit Report reflects the data used in determining the current credit rating(s).



[Best's Credit Report - Archive](#) - reports which were released prior to the current Best's Credit Report.



[Best's Financial Report](#) - financial data included in Best's Financial Report reflects the most current data available to AM Best, including updated financial exhibits and additional company information, and is available to subscribers of Best's Insurance Reports.



[Best's Financial Report - Archive](#) - reports which were released prior to the current Best's Financial Report.

View additional [news, reports and products](#) for this company.

Press Releases

Date	Title
Jan 13, 2023	AM Best Revises Outlooks to Negative for Canopus US Insurance, Inc. and Canopus Reinsurance Limited
Dec 15, 2022	AM Best Affirms Credit Ratings of Group Ark Insurance Limited
Dec 02, 2022	AM Best Revises Issuer Credit Rating Outlook to Negative for Lancashire Holdings Limited and Its Subs; Affirms Credit Ratings
Oct 28, 2022	AM Best Affirms Credit Ratings of Labuan Reinsurance (L) Ltd
Oct 06, 2022	AM Best Affirms Credit Ratings of Hiscox Ltd and Its Subsidiaries
Sep 30, 2022	AM Best Affirms Credit Ratings of Markel Corporation and its Subsidiaries
Sep 22, 2022	AM Best Affirms Credit Ratings of Ascot Group Limited's Operating Subsidiaries

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237 items in 24 pages

European Union Disclosures

A.M. Best (EU) Rating Services B.V. (AMB-EU), a subsidiary of A.M. Best Rating Services, Inc., is an External Credit Assessment Institution (ECAI) in the EU. Therefore, credit ratings issued and endorsed by AMB-EU may be used for regulatory purposes in the EU as per Directive 2013/36/EU.

United Kingdom Disclosures

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Australian Disclosures

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CONTRACT

SAMPLE PROFESSIONAL SERVICES AGREEMENT

(Sample agreement only. The CITY reserves the right to alter this agreement based on final RFQ results and/or any negotiations with proposed Firm.)

THIS AGREEMENT is made this _____ day of _____, 2023, by and between City of Wildwood (hereafter referred to as "City"), whose address is 100 N Main Street, Wildwood, Florida 34785, and _____ (hereafter referred to as "Consultant"), whose address is _____.

RECITALS

WHEREAS, the City has need of professional services for Engineering Services and

WHEREAS, the parties desire to enter into a written agreement outlining the duties, responsibilities and compensation of Consultant, based on the Consultant's response to RFQ # 2023-07 – Request for Qualifications for Engineering Services

NOW, THEREFORE, in consideration of the mutual covenants and agreements contained herein, it is hereby agreed as follows:

1. The relationship of the Consultant to the City will be that of a professional consultant to provide the professional and technical services required under this agreement in accordance with acceptable professional practices and ethical standards applicable to the Consultant's profession, and Consultant will endeavor to provide to the City prompt and efficient consulting services to the best of its ability.
2. Consultant is hereby retained and employed as the Engineering Services Consultant, and will work with the City to provide said services in accordance with the scope of services outlined in RFQ # 2023-07.
3. Consultant agrees to prepare and complete a report to the City, detailing the status of services provided pursuant to this Agreement at least ninety (90) days prior to the expiration of the term of this Agreement, or at least ninety (90) days prior to the expiration of any renewal term of this Agreement. Consultant may be asked to present the deliverables in person for review by staff or for discussion at a scheduled City Commission meeting.
4. The term of this Agreement shall commence on _____ and continue in full force through _____, unless otherwise terminated as provided in paragraph five (5) of this Agreement. This Agreement may be renewed on an annual basis for additional consecutive one year periods, if agreed to in writing by both parties, at least sixty (60) days prior to the expiration of this Agreement, including any periods of renewal. The term of this Agreement does not relieve the Consultant of any future responsibility as described in paragraph eight (8) of this Agreement.
5. This Agreement may be terminated by either party upon thirty (30) days prior written notice to the other party at the address designated in this Agreement for receiving such notice. If this agreement is terminated, Consultant shall be authorized to receive payment for all work performed up to the date of termination.
6. With regard to compensation paid to Consultant, Consultant shall furnish to the City on a monthly basis an itemized invoice detailing all of Consultants hours, services, expenses and any other services utilized by the City during the preceding month. Invoice shall be itemized pursuant to and in accordance with the attached Fee Schedule. Consultant shall compute the total amount due for the preceding month and all amounts due Consultant shall be paid on a monthly basis pursuant to the provisions of the Local Government Prompt Payment Act, F.S. 218. Consultant acknowledges and agrees that the rates set forth in the Fee Schedule shall remain fixed throughout the duration of the Agreement and thereafter shall only be adjusted by mutual written agreement of both parties.
7. General Considerations.

- a. All reports, drawings, designs, specifications, notebooks, computations, details, and calculation documents prepared by Consultant and presented to the City pursuant to this Agreement are and remain the property of the City as instruments of service.
- b. All analyses, data, documents, models, modeling, reports and tests performed or utilized by Consultant shall be made available to the City upon request and shall be considered public records, pursuant to F.S. 119.0701.
- c. Consultant shall keep all books, records, files, drawings, plans and other documentation, including all electronically stored items, which concern or relate to the services required hereunder, for a minimum of three (3) years from the date of expiration or termination of this Agreement, or as otherwise required by any applicable law, whichever date is later. The City shall have the right to order, inspect and copy all such Records as often as it deems necessary during any such period of time. The right to audit, inspect, and copy records shall include all of the records of sub-consultants (if any).
- d. Consultant shall, at all times, comply with the Florida Public Records Law, the Florida Open Meeting Law and all other applicable laws, rules and regulations of the State of Florida.
- e. Consultant shall, at all times, carry Professional Liability, General Liability, Automobile and Worker's Compensation Insurance pursuant to the insurance requirements in RFQ # 2023-07, naming City as an additional insured in each such policy.
- f. Upon Consultant's written request, the City will furnish, or cause to be furnished, such reports, studies, instruments, documents, and other information as Consultant and City mutually deem necessary, and Consultant may rely upon same in performing the services required under this agreement.
- g. The City and Consultant each binds itself and its successors, legal representatives and assigns to the other party to this agreement and to the partners, successors, legal representatives and assigns of such other party to this agreement, in respect to all covenants of this agreement; and neither the City nor Consultant shall assign or transfer their interest in this agreement without the prior written consent of the other party.

8. Should any other professional services be called for by the City which are not otherwise set forth in this Agreement or any of its attachments or exhibits, said charges shall be agreed upon in advance by the parties hereto. The Consultant may be required to provide additional services to the City on challenges, public protests, administrative hearings or similar matters. The consultant shall be available to represent the City, serve as an expert witness and provide supporting documentation as necessary.

9. The Contract Documents, which comprise the entire Contract between City and Consultant and which are further incorporated herein by reference, consist of the following:

- a. Request for Qualifications (RFQ)
- b. Vendor's RFQ Documents
- c. Permits / Licenses
- d. All RFQ Addenda Issued Prior to RFQ Opening Date
- e. All Modifications and Change Orders Issued
- f. Architects/Engineers hourly rates, as attached to this contract.

10. The Consultant agrees to indemnify and hold harmless the City of Wildwood, and their elected officials, employees and volunteers from and against all claims, losses and expenses, including legal costs, arising out of or resulting from, the performance of this contract, provided that any such claims, damage, loss of expenses is attributed to bodily injury, sickness, disease, personal injury or death, or to injury to or destruction of tangible property including the loss or loss of use resulting there from and is caused in whole or in part by any negligent act or omission of the Consultant.

11. Consultant, its agents, servants or employees shall, in no manner, whatsoever be construed as the employees, agents, servants or representatives of the City and shall have not expressed or implied power or authority to act in any manner whatsoever for or on behalf of the City, except as provided in the scope of services called for herein. Consultant is hereby designated as an independent contractor to the City and none of the employees, agents or servants of the Consultant shall have, or be entitled to, any of the fringe benefits applicable to employees of the City.

12. In the event of default by either party hereto, the defaulting party shall be liable for all costs and expenses, including reasonable attorney's fees and costs incurred by the other party in enforcing it's rights hereunder, whether litigation be instituted or not, at the trial court and appellate court level.

13. Consultant does hereby waive any and all "venue privilege" and or "diversity of citizenship privileges" and specifically agrees that any action brought for the enforcement, construction or interpretation of this agreement shall be maintained in the County or Circuit Court in and for Sumter County, Florida, and Consultant hereby specifically waives its right or privilege to institute any action of any kind or nature whatsoever, against the City in any other State Court, Federal Court or administrative tribunal.

14. This Agreement represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations or agreements, either written or verbal. If any provision of this Agreement is declared to be invalid or unenforceable, the remainder shall continue to operate in full force and effect.

15. This Agreement cannot be changed or modified, unless by written agreement signed by all parties hereto.

16. In performing services hereunder, Consultant shall comply with all federal, state and local laws and regulations. Consultant shall be responsible for identifying and obtaining all permits necessary to complete the scope of services. Consultant shall be responsible for obtaining, at its sole cost and expense, all necessary licenses and other governmental approvals required in order for Consultant to provide the type of services required hereunder.

17. Consultant shall immediately notify City in writing of any commitments during the term of this Agreement which may constitute a potential or actual conflict of interest with respect to the scope of services to be performed for the City.

18. Each of the WHEREAS clauses listed above are hereby re-alleged and incorporated into this Agreement as if otherwise fully stated herein.

19. Any notices required by this Agreement shall be mailed to the following individual(s), by Certified Mail, Return Receipt requested:

FOR THE CITY

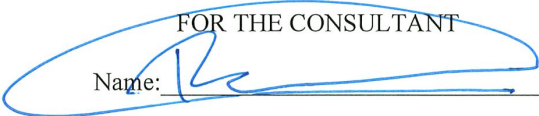
Name: Jason McHugh

Address: 100 N Main Street, Wildwood, FL 34785

Title: City Manager

Date: _____

FOR THE CONSULTANT

Name: 

Address: 1700 SE 17th St. Ocala, FL 34471

Title: Richard V. Busche, P.E.
Sr. Vice President

Date: 4.3.23 Kimley-Horn and Associates, Inc.

IN WITNESS WHEREOF, the parties have signed this agreement the day and year first above written.

ATTEST:

CITY OF WILDWOOD

By: _____

By: Ed Wolf, Mayor

Date Signed: _____

ATTEST:

Consultant

By: _____

By: _____

Date Signed: _____

**STANDARD MASTER AGREEMENT FOR CONTINUING PROFESSIONAL SERVICES
BETWEEN KIMLEY-HORN AND ASSOCIATES, INC.
AND A SUBCONSULTANT**

This Agreement is made this **17th day of February, 2018**, by and between KIMLEY-HORN AND ASSOCIATES, INC., ("the Consultant"), and **UNIVERSAL ENGINEERING SCIENCES** ("the Subconsultant"). The Consultant has entered into one or more agreements with public or private entities (for each such agreement, "the Client") for the furnishing of professional and technical services (for each such agreement, "the Contract"). The Consultant and the Subconsultant desire to set forth the general terms and conditions whereby the Subconsultant will from time to time be engaged to provide services to the Consultant, the particulars of each such engagement being set forth in an executed Individual Project Order ("IPO"). Accordingly, the parties agree as follows:

(1) Scope of Agreement. The Subconsultant's relationship to the Consultant shall be that of independent contractor, and the Consultant shall have no responsibility for the safety or acts of the Subconsultant's employees. Except as noted below, all terms and conditions of the Consultant's Contract with the Client, a copy of which may, if requested by the Subconsultant, be attached to the IPO and which, in any event, are incorporated herein by reference. The Subconsultant shall be bound to observe all such terms and conditions to the same extent as the Consultant is bound to the Client. Without limiting the generality of the foregoing:

Provisions in the Contract imposing an obligation on the Consultant to the Client shall be deemed to impose an obligation on the Subconsultant to the Consultant.

Provisions, if any, in the Contract providing for indemnification or other hold harmless obligations by the Consultant to the Client shall be deemed to be an indemnification or hold harmless obligation by the Subconsultant to the Consultant and the Client.

If a term or condition in the Contract is also covered by the terms and conditions herein, the parties shall to the extent possible give effect to both such sets of terms and conditions. If such terms and conditions conflict, then this Agreement shall take precedence over the Contract.

(2) Professional Services. The Subconsultant shall provide the services set forth in the IPO, which is incorporated herein by reference ("the Services"). If any provision in the IPO conflicts with provisions elsewhere in this Agreement, however, then such other provisions shall take precedence over the IPO. The Subconsultant is bound to perform the Services for the Consultant in the same manner and to the same extent that the Consultant is bound to perform such services in the Contract. The Subconsultant's scope of services must be performed in character, sequence and timing so that they will be coordinated with those of the Consultant and all other Subconsultants for the Project, and Subconsultant will provide progress copies of drawings, schedules, specifications and other necessary information to the Consultant in a timely fashion.

(3) Period of Service. The Subconsultant shall begin work promptly on each IPO after receipt of a fully executed copy of both this Agreement and the IPO in question, to the extent that the Consultant has been authorized to proceed by the Client. The Subconsultant will complete the Services described in the IPO within the time schedule therein provided. However, the times for performance established in such schedule shall be extended on a day-for-day basis for periods of delay resulting from strikes, natural disasters, and similar circumstances for which the Subconsultant has no fault and cannot reasonably mitigate provided that like extensions are granted to the Consultant by the Client.

(4) Compensation. For Services described in the IPO, the Subconsultant's compensation shall be computed and paid on the basis set forth in the IPO. No services undertaken or expenses incurred by the Subconsultant exceeding the estimates shall be the liability of the Consultant unless the Consultant has approved such additional fees and costs in advance in writing.

(5) Additional Services. The Subconsultant shall provide services in addition to those described in the IPO ("Additional Services") upon and only upon written request of the Consultant. The Subconsultant shall be compensated for all authorized Additional Services only on the basis agreed upon in writing at the time such Additional Services are authorized.

(6) Invoices. Invoices will be submitted by the Subconsultant to the Consultant monthly by the fifth of each month for Services and Additional Services performed and expenses incurred pursuant to this Agreement during the prior month.

(a) Please email and **only** email all invoices to FLpayable.invoices@kimley-horn.com.

(b) Please include the Kimley-Horn Project number and indicate the Kimley-Horn employee that requested the services in the ATTN: line of the address.

(7) Contingent Payment. Notwithstanding anything to the contrary herein, it is understood and agreed that the Consultant shall have no obligation to pay the Subconsultant the fee set forth in this Agreement, or any other additional charges or claims, or any installment thereof, unless and until, as a condition precedent, the Consultant has received from the Client its fee covering the services performed by the Subconsultant.

(8) Termination. Consultant may terminate this Agreement or any IPO for its convenience upon written notice to the Subconsultant. The obligation to provide further services under this Agreement may be terminated by either party upon seven days' written notice upon substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. The engagement of the Subconsultant under an IPO shall terminate (without prior notice) upon termination, by any party and for any reason, of the Contract to which that IPO refers (or the portion of the Contract authorizing the Services under the IPO), without liability to the Consultant and without terminating this Agreement. All IPOs shall terminate upon the termination of this Agreement unless provided otherwise at such termination by the Consultant. Upon termination of this Agreement or an IPO, the Subconsultant will be paid (subject to the contingent payment provisions in Section (7) hereof) for all authorized services satisfactorily completed to the date of such termination. If the Subconsultant's compensation is determined on an hourly basis, the amount payable shall be established on the basis of the time and authorized expenses actually incurred on the project to the date of termination. If the Subconsultant's compensation is a lump sum fee, the amount payable will be a pro rata amount of such fee determined on the basis of the relationship of the amount and value of the services performed prior to the Subconsultant's receipt of notice of termination to all of the services described in the IPO. The Subconsultant's compensation shall be subject to a determination by the Consultant that the charges are equitable and reasonable in view of the amount and value of the services performed.

(9) Ownership and use of documents.

(a) The ownership and use of all documents prepared by Subconsultant including but not limited to drawings, specifications, calculations, maps, notes, files, sketches, lists, reports, or data (in paper or electronic form) ("Subconsultant's Documents") shall be governed by the Contract for each IPO, including the rights granted to the Client and the Consultant. To the extent not in conflict with the Contract for each IPO, Consultant agrees that the Subconsultant's Documents are instruments of service, and Subconsultant may retain an ownership interest therein. The Consultant likewise shall have an ownership interest in Subconsultant's Documents.

(b) Subconsultant shall have no rights to retain or reuse any drawings, specifications, calculations, notes, files, sketches, lists, reports, data, or other documents (in either paper or electronic form) prepared by or obtained from Consultant ("Consultant's Documents"). Subconsultant shall return all copies of such Consultant's Documents to Consultant and certify as to the completeness of such return as a condition precedent to receiving final payment of Subconsultant's fee under each IPO.

(10) Insurance. During the term of this Agreement and all IPOs, the Subconsultant shall comply with all insurance requirements. See attached insurance requirements for detail of coverages and additional insured language. Invoices will not be paid until completed certificates showing evidence of insurance coverages are received.

(11) Indemnity. The Subconsultant shall be bound to Consultant under any indemnification obligations under the Contract to the same extent as Consultant is bound to Client. In any event and regardless of whether the Contract contains a lesser indemnity provision, Subconsultant shall be subject to the following minimum indemnification obligations under this Agreement:

(a) Professional Liability. The Subconsultant, with respect to professional acts, errors, or omissions, shall indemnify, defend, hold and save harmless the Consultant and the Client, their officers, agents and employees, from liability of any nature or kind, including reasonable attorney fees, costs and expenses, for or on account of any or all claims or suits for damages of any character whatsoever arising from negligent or otherwise wrongful acts or omissions of the Subconsultant, its employees and agents, and the Subconsultant's subcontractors, and suppliers, their employees and agents.

(b) General Liability. The Subconsultant, with respect to all liability other than for professional acts, errors, or omissions, shall indemnify, defend, hold and save harmless the Consultant, and the Client, their officers and employees, from liability of any nature or kind, including reasonable attorney fees, costs and expenses, for or on account of any or all claims or suits for damages of any character whatsoever arising from acts, omissions or conduct of the Subconsultant, its employees and agents, and the Subconsultant's subcontractors, and suppliers, their employees and agents.

(12) Provisions for Geotechnical Engineering and Testing Services

(a) Subconsultant shall carry out in a safe manner all its field and laboratory activities, including without limitation mobilization, accessing the site, preparing the site, sampling, testing, observing construction or testing activities by others, demobilization, transportation to and from work sites, and handling samples. Subconsultant shall obey all applicable laws, regulations, and recommended best practices for all its activities and, with respect thereto, shall be solely responsible for selection and execution of means, methods, equipment, sequences, schedules, safety programs, and enforcement of safe practices, and Consultant shall have no responsibility therefor.

(b) Subconsultant shall examine the site before beginning any sampling or testing operations and shall exercise due care to locate and identify underground or above ground conditions that would affect or be affected by Subconsultant's services. Existing facilities of any nature that might be damaged in any way by Subconsultant's services shall be called to the attention of the Consultant before commencement of potentially damaging activities, and facilities so located or identified shall be given a pre-operations inspection (with documentation) by and at the sole expense of the Subconsultant. Subconsultant shall be responsible for exact location and time of sampling or testing, within normal industry standards and specifications.

(c) All bore holes, test pits, observation wells, sample holes or pits, or similar modifications to the site as a result of the activities of the Subconsultant shall be protected by Subconsultant to prevent its employees, any other party, or animals from injury or damage. Before leaving the site of its activities, Subconsultant shall restore the site, including without limitation routes of access, to a condition reasonably the same as originally existed. With specific written authorization by the Consultant or the Client, restoration of the site of Subconsultant's activities and access routes thereto can be deferred if construction work in the near future will make such restoration unnecessary. In any event, however, Subconsultant shall make all areas affected by its activities safe and secure.

(d) Subconsultant shall keep safe and maintain all field samples until six months following substantial completion of the project unless other disposition is authorized in writing by the Consultant. Sampling and test data, as well as all other project documentation, shall be maintained and, upon Consultant's request, made available for a period of ten years following Substantial Completion of the Project.

(13) Dispute Resolution. The dispute resolution provisions in the Contract are incorporated herein by reference and shall govern all claims, counterclaims, disputes, and other matters in question between the Consultant and the Subconsultant arising out of this Agreement or the breach thereof. If the Contract does not contain dispute resolution provisions, then all claims by the Subconsultant shall be first submitted to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association.

(14) Equal Opportunity and Affirmative Action.

(a) The parties shall abide by the requirements of 41 CFR Sections 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. These regulations require that covered prime Consultants and Subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.

(b) This Consultant and Subconsultant shall comply with Title VI of the Civil Rights Act of 1964 and all requirements imposed by or pursuant to 49 C.F.R. Part 21 such that no person shall be excluded because of race, color, gender, or national origin from participation in, or be denied the benefits, of any program or activity for which federal financial assistance is received.

(15) Employer Reports on Employment of Protected Veterans. The parties, to the extent required by, 41 CFR 61-300, agree to report annually to the Secretary of Labor information regarding employees in its workforce who belong to protected Veteran categories.

(16) Notice to Employees of Labor Law Rights. The parties, to the extent required by 29 CFR part 471, appendix A to subpart A agree to notify all employees of their rights under the National Labor Relations Act.

(17) Federal Contractor Paid Sick Leave. Executive Order 13706 which establishes Paid Sick Leave for Federal Contractors, and its implementing regulations, including the applicable contract clause, are incorporated by reference into this contract as if fully set forth in this contract. The full text of the rule may be referenced at <https://www.federalregister.gov/documents/2016/09/30/2016-22964/establishing-paid-sick-leave-for-federal-contractors>.

(18) Controlling Law and Binding Effect. This Agreement is to be governed by the law of the State of Florida. This Agreement shall bind, and the benefits thereof shall inure to the respective parties hereto, their legal representatives, executors, administrators, successors and assigns.

(19) Continuity of Services. The Subconsultant shall proceed diligently with the performance of this Contract, pending final resolution of any request for relief, claim, appeal, modification, dispute, or action arising from this Agreement and shall continue, pending final resolution of the matter, according to the directions of the Consultant.

(20) Merger; Amendment. This Agreement (together with the terms of the Contract incorporated herein by reference, as set forth in Section (1) above) constitutes the entire and fully integrated agreement between the Consultant and the Subconsultant, and supersedes all prior and contemporaneous negotiations, representations, agreements, and understandings, whether written or oral. This Agreement can be supplemented or amended only by a written document executed by both the Consultant and the Subconsultant.

(21) Nonassignability. Neither party shall assign any rights or delegate any duties arising under this Agreement without prior written consent of the other party. Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than the Consultant and the Subconsultant.

(22) Severability; Waiver of Provisions. Any provisions in this Agreement (together with the terms of the Contract incorporated herein by reference, as set forth in Section (1) above) that are prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions hereof or affecting the validity or enforceability of such provision in any other jurisdiction. Also, the non-enforcement of any provisions by the Consultant shall not constitute a waiver of that provision nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

(23) Specific Consideration. The parties agree that 1% of the total compensation paid to the Subconsultant is specific consideration for the Subconsultant's indemnity agreements.

The Consultant and the Subconsultant have caused this agreement to be signed by their duly authorized officers on the day and year first above written.

(Subconsultant)

By: 
(signature)

(Print Name and Title)

Date: _____

KIMLEY-HORN AND ASSOCIATES, INC.

By: 
(signature)

Aaron E. Buchler, P.E., Sr. Vice President
(Print Name and Title)

Date: February 17, 2018

BILLING INSTRUCTIONS TO SUBCONSULTANT

All invoices should reference Kimley-Horn Project Number: **043637030**.

Please submit an IRS form W-9 Request for Taxpayer Identification Number and Certification with the contract.

Kimley-Horn prefers to make payments electronically via ACH. By completing the information below you are authorizing Kimley-Horn to make payments to you electronically via ACH. The funds will be deposited directly into the bank account you specify below and we will notify you via e-mail when the deposit is made.

Company Name: _____

Bank Name: _____

Routing Number (ABA) _____

Account Number: _____

Type of Account: ☐ Checking ☐ Savings

E-mail address: _____
(For deposit notification)

Contact Name: _____
(For deposit notification)



UNIVERSAL ENGINEERING SCIENCES

Consultants In: Geotechnical Engineering • Environmental Sciences
Geophysical Services • Construction Materials Testing • Threshold Inspection
Building Inspection • Plan Review • Building Code Administration

LOCATIONS:

- Atlanta
- Daytona Beach
- Fort Myers
- Fort Pierce
- Gainesville
- Jacksonville
- Miami
- Ocala
- Orlando (Headquarters)
- Palm Coast
- Panama City
- Pensacola
- Rockledge
- Sarasota
- Tampa
- Tifton
- West Palm Beach

ACH VENDOR UNIVERSAL ENGINEERING SCIENCES, INC. PAYEE/COMPANY INFORMATION

Universal Engineering Sciences, Inc.
3532 Maggie Blvd.
Orlando, FL 32811

Contact Person: Holly Hobdy

407-423-0504 ext 23310

Remittance Notification E-mail Address: UESAR@universalengineering.com

FINANCIAL INSTITUTION INFORMATION

Bank Name: SEASIDE NATIONAL BANK & TRUST

Address: 201 S Orange Avenue, Suite 1350
Orlando, FL 32801

DEPOSITOR ACCOUNT NAME: Universal Engineering Sciences, Inc.

ACH Coordinator: Melvin Rodriguez, Holly Hobdy

Nine-Digit Routing Number: [REDACTED]

Depositor Account Number: [REDACTED]

ACH Payment Format: CCD

**Kimley-Horn Subconsultant
Insurance Requirements**

INVOICES WILL NOT BE PAID UNTIL WE RECEIVE CORRECT CERTIFICATES

NOTE: If insurance requirements stated in the Consultant's contract with the Client differ from those stated below, the coverage requirement shall be the greater and more stringent of the two.

Type of Insurance	Limits
Workers' Compensation and Occupational Disease Insurance in accordance with applicable laws. Must include Waiver of Subrogation	Statutory
Employer's Liability	\$500,000 Each Accident \$500,000 Disease – Each Employee \$500,000 Disease – Policy Limit
Commercial General Liability ✓ Contractual Liability ✓ Completed Operations/Product Liability ✓ Personal & Advertising Injury ✓ Written on a per occurrence basis ✓ Severability of Interests ✓ Additional Insured including completed operations endorsement	\$2,000,000 General Aggregate \$2,000,000 Products/Comp/Ops Aggregate \$1,000,000 Personal and Advertising Injury \$1,000,000 Each Occurrence
Automobile Liability/Non-Owned Auto ✓ Comprehensive ✓ Any Auto ✓ All Owned Autos ✓ Hired Autos and Non-Owned Autos ✓ Additional Insured endorsement	\$1,000,000 Combined Single Limit BI/PD
Professional Liability	\$2,000,000 Per Claim \$2,000,000 Annual Aggregate

During the continuance of this Agreement, the Subconsultant shall deposit with the Consultant current certificates evidencing the policies and endorsements set forth above and shall provide Consultant with at least thirty (30) days' written notice prior to the modification or cancellation of any insurance policy required under this Agreement. Certificates evidencing professional liability insurance coverage shall be furnished to the Consultant annually during this contract and for three years thereafter.

Certificate of Insurance Description Box MUST include:

- All policies except for Workers Compensation and Professional Liability, shall endorse Kimley-Horn and Associates, Inc. as additional insured
- All policies, except Professional Liability and Workers Compensation, shall include primary/non-contributory endorsement
- All Policies shall include a waiver of subrogation
- Project name and Kimley-Horn Project Number

Certificate Holder: (Attn: Insurance Administrator)

Kimley-Horn and Associates, Inc.
1920 Wekiva Way
Suite 200
West Palm Beach, FL 33411

Client#: 1405231

131UNIVEENG

ACORDTM**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

2/21/2018

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

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

PRODUCER BB&T Insurance Services, Inc. PO Box 4927 Orlando, FL 32802-4927 407 691-9600	CONTACT NAME: PHONE (A/C, No, Ext): 407 691-9600 FAX (A/C, No): 888-635-4183 E-MAIL ADDRESS:														
INSURED Universal Engineering Sciences Inc 3532 Maggie Blvd. Orlando, FL 32811	<table border="1"> <thead> <tr> <th data-bbox="803 472 1372 504">INSURER(S) AFFORDING COVERAGE</th> <th data-bbox="1372 472 1507 504">NAIC #</th> </tr> </thead> <tbody> <tr> <td data-bbox="803 504 1372 535">INSURER A : Travelers Indemnity Co of America</td> <td data-bbox="1372 504 1507 535">25666</td> </tr> <tr> <td data-bbox="803 535 1372 556">INSURER B : Phoenix Insurance Company</td> <td data-bbox="1372 535 1507 556">25623</td> </tr> <tr> <td data-bbox="803 556 1372 577">INSURER C : Travelers Indemnity Company</td> <td data-bbox="1372 556 1507 577">25658</td> </tr> <tr> <td data-bbox="803 577 1372 598">INSURER D : Various Carriers-See Description</td> <td data-bbox="1372 577 1507 598"></td> </tr> <tr> <td data-bbox="803 598 1372 619">INSURER E :</td> <td data-bbox="1372 598 1507 619"></td> </tr> <tr> <td data-bbox="803 619 1372 640">INSURER F :</td> <td data-bbox="1372 619 1507 640"></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Travelers Indemnity Co of America	25666	INSURER B : Phoenix Insurance Company	25623	INSURER C : Travelers Indemnity Company	25658	INSURER D : Various Carriers-See Description		INSURER E :		INSURER F :	
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INSURER C : Travelers Indemnity Company	25658														
INSURER D : Various Carriers-See Description															
INSURER E :															
INSURER F :															

COVERAGES**CERTIFICATE NUMBER: 18/19) Master BAI/BW****REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ Incl X,C,U GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:	*	*	P-660-3G518961-TIA-18	01/01/2018	01/01/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
C	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY	*	*	P8102F15998A-IND-18	01/01/2018	01/01/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
D	☐ UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED \$ RETENTION \$			See Description for Excess Liab information	01/01/2018	01/01/2019	EACH OCCURRENCE \$ See Descript AGGREGATE \$ See Descript \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☒ Y ☐ N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	*	N/A	UB9H907703-18	01/01/2018	01/01/2019	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

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

*Additional Insured status is granted with respect to General Liability if required by written contract per "Blanket Additional Insured-Written Contracts (Architects, Engineers and Surveyors)" form #CGD4140408.

Primary and Non-Contributory status is granted with respects to General Liability if required by written contract per "Other Insurance-Additional Insureds" form #CGD037 04 05.
 (See Attached Descriptions)

CERTIFICATE HOLDER**CANCELLATION**

Kimley-Horn & Associates, Inc. Attn: Insurance Administrator 1920 Wekiva Way Suite 200 West Palm Beach, FL 33411	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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ACORD 25 (2016/03) 1 of 2 The ACORD name and logo are registered marks of ACORD
 #S19557241/M19210583

PSBE

DESCRIPTIONS (Continued from Page 1)

Per Project Aggregate status is granted as respects to General Liability as per "Designated Project(s) General Aggregate Limit", form #CGD211 01 04.

Contractual Liability as respects to General Liability as per Commercial General Liability Coverage Form form #CG0001 10-01.

*Additional Insured status is granted with respects to Automobile Liability if required by written contract per endorsement "Business Auto Extension Endorsement-Florida" Form #CAF219 0817

*Waiver of Subrogation status is granted with respects to General Liability if required by written contract per "Architects, Engineers and Surveyors IndustryEdge Endorsement", form #CGD4 15 05 08.

*Waiver of Subrogation status is granted with respects to Workers Compensation if required by written contract per Waiver of Our Rights to Recover from Others Endorsement, form #WC000313(00)

*Waiver of Subrogation status is granted with respects to Automobile Liability if required by written contract per "Business Auto Extension Endorsement-Florida" Form #CAF219 0817.

EXCESS LIABILITY COVERAGES:

Excess Liability Policy over General Liability:

National Surety Corporation (NAIC# 21881)

Policy #SSE32299356

Policy term 1-1-2018 to 1-1-2019

Provides an additional \$9,000,000 per Occurrence, \$9,000,000 per Aggregate, excess liability layer above the underlying \$1,000,000 occurrence liability limits/\$2,000,000 aggregate liability limit provided by primary General Liability policy with Travelers Indemnity Company of America, policy #P6603G518961TIA18.

Excess Liability Policy over Auto Liability:

Endurance Assurance Corporation (NAIC#11551)

Policy #EXC30000530700

Policy term 1-1-2018 to 1-1-2019

Provides an additional \$1,000,000 excess automobile liability layer above the underlying \$1,000,000 liability limits provided by primary automobile policy with Travelers Indemnity Company #P8102F15998AIND18. (Aggregate Limit where applicable.)

Excess Liability Policy over Auto Liability:

Landmark American Insurance Company (NAIC#33138)

Policy #LHA081579

Policy term 1-1-2018 to 1-1-2019

Provides an additional \$4,000,000 excess automobile liability layer above the underlying \$1,000,000 automobile liability limits provided by Endurance Assurance Corporation Policy #EXC30000530700. (Aggregate Limit where applicable.)

**STANDARD MASTER AGREEMENT FOR CONTINUING PROFESSIONAL SERVICES
BETWEEN KIMLEY-HORN AND ASSOCIATES, INC.
AND ANDREYEV ENGINEERING, INC.**

This Agreement is made this 20 day of September, 2013, by and between KIMLEY-HORN AND ASSOCIATES, INC., ("the Consultant"), and ANDREYEV ENGINEERING, INC. ("the Subconsultant"). The Consultant has entered into one or more agreements with public or private entities (for each such agreement, "the Client") for the furnishing of professional and technical services (for each such agreement, "the Contract"). The Consultant and the Subconsultant desire to set forth the general terms and conditions whereby the Subconsultant will from time to time be engaged to provide services to the Consultant, the particulars of each such engagement being set forth in an executed Individual Project Order ("IPO"). Accordingly, the parties agree as follows:

(1) Scope of Agreement. The Subconsultant's relationship to the Consultant shall be that of independent contractor, and the Consultant shall have no responsibility for the safety or acts of the Subconsultant's employees. Except as noted below, all terms and conditions of the Consultant's Contract with the Client, a copy of which may, if requested by the Subconsultant, be attached to the IPO and which, in any event, are incorporated herein by reference. The Subconsultant shall be bound to observe all such terms and conditions to the same extent as the Consultant is bound to the Client. Without limiting the generality of the foregoing:

Provisions in the Contract imposing an obligation on the Consultant to the Client shall be deemed to impose an obligation on the Subconsultant to the Consultant.

Provisions, if any, in the Contract providing for indemnification or other hold harmless obligations by the Consultant to the Client shall be deemed to be an indemnification or hold harmless obligation by the Subconsultant to the Consultant and the Client.

If a term or condition in the Contract is also covered by the terms and conditions herein, the parties shall to the extent possible give effect to both such sets of terms and conditions. If such terms and conditions conflict, then this Agreement shall take precedence over the Contract.

(2) Professional Services. The Subconsultant shall provide the services set forth in the IPO, which is incorporated herein by reference ("the Services"). If any provision in the IPO conflicts with provisions elsewhere in this Agreement, however, then such other provisions shall take precedence over the IPO. The Subconsultant is bound to perform the Services for the Consultant in the same manner and to the same extent that the Consultant is bound to perform such services in the Contract. The Subconsultant's scope of services must be performed in character, sequence and timing so that they will be coordinated with those of the Consultant and all other Subconsultants for the Project, and Subconsultant will provide progress copies of drawings, schedules, specifications and other necessary information to the Consultant in a timely fashion.

(3) Period of Service. The Subconsultant shall begin work promptly on each IPO after receipt of a fully executed copy of both this Agreement and the IPO in question, to the extent that the Consultant has been authorized to proceed by the Client. The Subconsultant will complete the Services described in the IPO within the time schedule therein provided. However, the times for performance established in such schedule shall be extended on a day-for-day basis for periods of delay resulting from strikes, natural disasters, and similar circumstances for which the Subconsultant has no fault and cannot reasonably mitigate provided that like extensions are granted to the Consultant by the Client.

(4) Compensation. For Services described in the IPO, the Subconsultant's compensation shall be computed and paid on the basis set forth in the IPO. No services undertaken or expenses incurred by the Subconsultant exceeding the estimates shall be the liability of the Consultant unless the Consultant has approved such additional fees and costs in advance in writing.

(5) Additional Services. The Subconsultant shall provide services in addition to those described in the IPO ("Additional Services") upon and only upon written request of the Consultant. The Subconsultant shall be compensated for all authorized Additional Services only on the basis agreed upon in writing at the time such Additional Services are authorized.

(6) Invoices. Invoices will be submitted by the Subconsultant to the Consultant monthly for Services and Additional Services performed and expenses incurred pursuant to this Agreement during the prior month.

(7) Contingent Payment. Notwithstanding anything to the contrary herein, it is understood and agreed that the Consultant shall have no obligation to pay the Subconsultant the fee set forth in this Agreement, or any other additional charges or claims, or any installment thereof, unless and until, as a condition precedent, the Consultant has received from the Client its fee covering the services performed by the Subconsultant.

(8) Termination. Consultant may terminate this Agreement or any IPO for its convenience upon written notice to the Subconsultant. The obligation to provide further services under this Agreement may be terminated by either party upon seven days' written notice upon substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. The engagement of the Subconsultant under an IPO shall terminate (without prior notice) upon termination, by any party and for any reason, of the Contract to which that IPO refers (or the portion of the Contract authorizing the Services under the IPO), without liability to the Consultant and without terminating this Agreement. All IPOs shall terminate upon the termination of this Agreement unless provided otherwise at such termination by the Consultant. Upon termination of this Agreement or an IPO, the Subconsultant will be paid (subject to the contingent payment provisions in Section (7) hereof) for all authorized services satisfactorily completed to the date of such termination. If the Subconsultant's compensation is determined on an hourly basis, the amount payable shall be established on the basis of the time and authorized expenses actually incurred on the project to the date of termination. If the Subconsultant's compensation is a lump sum fee, the amount payable will be a pro rata amount of such fee determined on the basis of the relationship of the amount and value of the services performed prior to the Subconsultant's receipt of notice of termination to all of the services described in the IPO. The Subconsultant's compensation shall be subject to a determination by the Consultant that the charges are equitable and reasonable in view of the amount and value of the services performed.

(9) Ownership and use of documents.

(a) The ownership and use of all documents prepared by Subconsultant including but not limited to drawings, specifications, calculations, maps, notes, files, sketches, lists, reports, or data (in paper or electronic form) ("Subconsultant's Documents") shall be governed by the Contract for each IPO, including the rights granted to the Client and the Consultant. To the extent not in conflict with the Contract for each IPO, Consultant agrees that the Subconsultant's Documents are instruments of service, and Subconsultant may retain an ownership interest therein. The Consultant likewise shall have an ownership interest in Subconsultant's Documents.

(b) Subconsultant shall have no rights to retain or reuse any drawings, specifications, calculations, notes, files, sketches, lists, reports, data, or other documents (in either paper or electronic form) prepared by or obtained from Consultant ("Consultant's Documents"). Subconsultant shall return all copies of such Consultant's Documents to Consultant and certify as to the completeness of such return as a condition precedent to receiving final payment of Subconsultant's fee under each IPO.

(10) Insurance. During the term of this Agreement and all IPOs, the Subconsultant shall comply with all insurance requirements. See attached insurance requirements for detail of coverages and additional insured language. Invoices will not be paid until completed certificates showing evidence of insurance coverages are received.

(11) Indemnity. The Subconsultant shall be subject to any indemnification obligations under the Contract, with such terms of the Contract incorporated herein as set forth in Section (1) above. In any event, and

regardless of whether the Contract contains a lesser indemnity provision, Subconsultant shall be subject to the following minimum indemnification obligations under this Agreement:

- (a) Professional Liability. Subconsultant, with respect to professional acts, errors, and omissions, shall indemnify, defend, hold and save harmless the Consultant and the Client, their officers, agents and employees, from liability of any nature or kind, including costs and expenses, for or on account of any or all claims or suits for damages of any character whatsoever arising from negligent or otherwise wrongful acts or omissions of the Subconsultant, its employees and agents, and the Subconsultant's subcontractors, and suppliers, their employees and agents.
- (b) General Liability. The Subconsultant, with respect to all liability other than for professional acts, errors, and omissions shall indemnify, defend, hold and save harmless the Consultant, and the Client, their officers, agents and employees, from liability of any nature or kind, including costs and expenses, for or on account of any or all claims or suits for damages of any character whatsoever arising from acts, omissions or conduct of the Subconsultant, its employees and agents, and the Subconsultant's subcontractors, and suppliers, their employees and agents.

(12) Provisions for Geotechnical Engineering and Testing Services

(a) Subconsultant shall carry out in a safe manner all its field and laboratory activities, including without limitation mobilization, accessing the site, preparing the site, sampling, testing, observing construction or testing activities by others, demobilization, transportation to and from work sites, and handling samples. Subconsultant shall obey all applicable laws, regulations, and recommended best practices for all its activities and, with respect thereto, shall be solely responsible for selection and execution of means, methods, equipment, sequences, schedules, safety programs, and enforcement of safe practices, and Consultant shall have no responsibility therefor.

(b) Subconsultant shall examine the site before beginning any sampling or testing operations and shall exercise due care to locate and identify underground or above ground conditions that would affect or be affected by Subconsultant's services. Existing facilities of any nature that might be damaged in any way by Subconsultant's services shall be called to the attention of the Consultant before commencement of potentially damaging activities, and facilities so located or identified shall be given a pre-operations inspection (with documentation) by and at the sole expense of the Subconsultant. Subconsultant shall be responsible for exact location and time of sampling or testing, within normal industry standards and specifications.

(c) All bore holes, test pits, observation wells, sample holes or pits, or similar modifications to the site as a result of the activities of the Subconsultant shall be protected by Subconsultant to prevent its employees, any other party, or animals from injury or damage. Before leaving the site of its activities, Subconsultant shall restore the site, including without limitation routes of access, to a condition reasonably the same as originally existed. With specific written authorization by the Consultant or the Client, restoration of the site of Subconsultant's activities and access routes thereto can be deferred if construction work in the near future will make such restoration unnecessary. In any event, however, Subconsultant shall make all areas affected by its activities safe and secure.

(d) Subconsultant shall keep safe and maintain all field samples until six months following substantial completion of the project unless other disposition is authorized in writing by the Consultant. Sampling and test data, as well as all other project documentation, shall be maintained and, upon Consultant's request, made available for a period of ten years following Substantial Completion of the Project.

(13) Dispute Resolution. The dispute resolution provisions in the Contract are incorporated herein by reference and shall govern all claims, counterclaims, disputes, and other matters in question between the Consultant and the Subconsultant arising out of this Agreement or the breach thereof. If the Contract does not contain dispute resolution provisions, then all claims by the Subconsultant shall be first submitted to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association.

(14) Equal Opportunity and Affirmative Action. It is the policy of the Consultant to operate in a manner that assures all persons have equal opportunities in recruitment, selection, appointment, promotion, training, discipline, and related managerial areas without regard to race, color, gender, religious and political affiliations, age,

national origin, or physical disability (except where a bona fide occupational qualification exists), or any other non-merit factor. The Subconsultant will not discriminate against any employee or applicant for employment because of physical or mental disability or because he or she is a disabled veteran or veteran of the Vietnam era in regard to any position for which the employee or applicant for employment is qualified. The Subconsultant agrees to take affirmative action to employ, advance in employment and otherwise treat qualified individuals with disabilities, including disabled veterans, and veterans of the Vietnam era without discrimination based upon their disability or veteran status in all employment practices. In addition, the provisions of 41 C.F.R. Section 60-250.4 and 41 C.F.R. Section 60-741.5(a) are incorporated by reference as if fully set forth herein, and Subconsultant agrees to comply fully with all such provisions.

(15) Controlling Law and Binding Effect. This Agreement is to be governed by the law of the State of Florida. This Agreement shall bind, and the benefits thereof shall inure to the respective parties hereto, their legal representatives, executors, administrators, successors and assigns.

(16) Continuity of Services. The Subconsultant shall proceed diligently with the performance of this Contract, pending final resolution of any request for relief, claim, appeal, modification, dispute, or action arising from this Agreement and shall continue, pending final resolution of the matter, according to the directions of the Consultant.

(17) Merger; Amendment. This Agreement (together with the terms of the Contract incorporated herein by reference, as set forth in Section (1) above) constitutes the entire and fully integrated agreement between the Consultant and the Subconsultant, and supersedes all prior and contemporaneous negotiations, representations, agreements, and understandings, whether written or oral. This Agreement can be supplemented or amended only by a written document executed by both the Consultant and the Subconsultant.

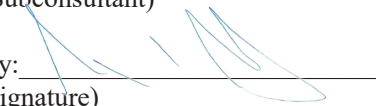
(18) Nonassignability. Neither party shall assign any rights or delegate any duties arising under this Agreement without prior written consent of the other party. Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than the Consultant and the Subconsultant.

(19) Severability; Waiver of Provisions. Any provisions in this Agreement (together with the terms of the Contract incorporated herein by reference, as set forth in Section (1) above) that are prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions hereof or affecting the validity or enforceability of such provision in any other jurisdiction. Also, the non-enforcement of any provisions by the Consultant shall not constitute a waiver of that provision nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

(20) Specific Consideration. The parties agree that 1% of the total compensation paid to the Subconsultant is specific consideration for the Subconsultant's indemnity agreements.

The Consultant and the Subconsultant have caused this agreement to be signed by their duly authorized officers on the day and year first above written.

ANDREYEV ENGINEERING, INC
(Subconsultant)

By: 
(signature)

Scott E Barfield, P.E. Vice President
(Print Name and Title)

KIMLEY-HORN AND ASSOCIATES, INC.

By: 
(signature)

Richard V. Busche, P.E., CFM, Vice President
(Print Name and Title)

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Kimley-Horn Subconsultant Insurance Requirements

The Subconsultant agrees to provide evidence of insurance coverages as listed below.

INVOICES WILL NOT BE PAID UNTIL WE RECEIVE CORRECT CERTIFICATES

NOTE: The coverages below may be superseded by requirements that may pass through from the Prime Agreement to Subconsultant. If insurance requirements stated in the Consultant's contract with the Client differ from the values stated below, the coverage requirement shall be the greater and more stringent of the two.

Type of Insurance	Limits
Workers' Compensation and Occupational Disease Insurance in accordance with applicable laws. Must include Waiver of Subrogation	Statutory
Employer's Liability	\$500,000 Each Accident \$500,000 Disease – Ea Employee \$500,000 Disease – Policy Limit
Commercial General Liability – to include: ✓ Contractual Liability ✓ Completed Operations/Product Liability ✓ Personal & Advertising Injury ✓ Written on a per occurrence basis ✓ Severability of Interests ✓ Additional Insured endorsement	\$2,000,000 General Aggregate \$2,000,000 Products/Comp/Ops Aggregate \$1,000,000 Personal and Advertising Injury \$1,000,000 Each Occurrence
Automobile Liability/Non-Owned Auto ✓ Comprehensive ✓ Any Auto ✓ All Owned Autos ✓ Hired Autos and Non-Owned Autos ✓ Additional Insured endorsement	\$1,000,000 Combined Single Limit BI/PD
Professional Liability (Error and Omissions Insurance)	\$2,000,000 Per Claim \$2,000,000 Annual Aggregate
Other Coverages:	As may be required by Prime Agreement

During the continuance of this Agreement, the Subconsultant shall deposit with the Consultant current certificates evidencing the policies and endorsements set forth above and shall provide Consultant with at least thirty (30) days' written notice prior to the modification or cancellation of any insurance policy required under this Agreement. Certificates evidencing professional liability insurance coverage shall be furnished to the Consultant annually during this contract and for three years thereafter.

Certificate of Insurance Description Box MUST include:

- All policies except for Workers Compensation and Professional Liability, shall endorse Kimley-Horn and Associates, Inc. as additional insured
- All policies shall include primary/non-contributory endorsement
- Project name and description

Certificate Holder: (Attn: Insurance Administrator)

Kimley-Horn and Associates, Inc.
1920 Wekiva Way
Suite 200
West Palm Beach, FL 33411

**STANDARD MASTER AGREEMENT FOR CONTINUING PROFESSIONAL SERVICES
BETWEEN KIMLEY-HORN AND ASSOCIATES, INC.
AND A SUBCONSULTANT**

This Agreement is made this 30 day of April, 2018, by and between KIMLEY-HORN AND ASSOCIATES, INC., ("the Consultant"), and DEREN LAND SURVEYING, LLC ("the Subconsultant"). The Consultant has entered into one or more agreements with public or private entities (for each such agreement, "the Client") for the furnishing of professional and technical services (for each such agreement, "the Contract"). The Consultant and the Subconsultant desire to set forth the general terms and conditions whereby the Subconsultant will from time to time be engaged to provide services to the Consultant, the particulars of each such engagement being set forth in an executed Individual Project Order ("IPO"). Accordingly, the parties agree as follows:

(1) Scope of Agreement. The Subconsultant's relationship to the Consultant shall be that of independent contractor, and the Consultant shall have no responsibility for the safety or acts of the Subconsultant's employees. Except as noted below, all terms and conditions of the Consultant's Contract with the Client, a copy of which may, if requested by the Subconsultant, be attached to the IPO and which, in any event, are incorporated herein by reference. The Subconsultant shall be bound to observe all such terms and conditions to the same extent as the Consultant is bound to the Client. Without limiting the generality of the foregoing:

Provisions in the Contract imposing an obligation on the Consultant to the Client shall be deemed to impose an obligation on the Subconsultant to the Consultant.

Provisions, if any, in the Contract providing for indemnification or other hold harmless obligations by the Consultant to the Client shall be deemed to be an indemnification or hold harmless obligation by the Subconsultant to the Consultant and the Client.

If a term or condition in the Contract is also covered by the terms and conditions herein, the parties shall to the extent possible give effect to both such sets of terms and conditions. If such terms and conditions conflict, then this Agreement shall take precedence over the Contract.

(2) Professional Services. The Subconsultant shall provide the services set forth in the IPO, which is incorporated herein by reference ("the Services"). If any provision in the IPO conflicts with provisions elsewhere in this Agreement, however, then such other provisions shall take precedence over the IPO. The Subconsultant is bound to perform the Services for the Consultant in the same manner and to the same extent that the Consultant is bound to perform such services in the Contract. The Subconsultant's scope of services must be performed in character, sequence and timing so that they will be coordinated with those of the Consultant and all other Subconsultants for the Project, and Subconsultant will provide progress copies of drawings, schedules, specifications and other necessary information to the Consultant in a timely fashion.

(3) Period of Service. The Subconsultant shall begin work promptly on each IPO after receipt of a fully executed copy of both this Agreement and the IPO in question, to the extent that the Consultant has been authorized to proceed by the Client. The Subconsultant will complete the Services described in the IPO within the time schedule therein provided. However, the times for performance established in such schedule shall be extended on a day-for-day basis for periods of delay resulting from strikes, natural disasters, and similar circumstances for which the Subconsultant has no fault and cannot reasonably mitigate provided that like extensions are granted to the Consultant by the Client.

(4) Compensation. For Services described in the IPO, the Subconsultant's compensation shall be computed and paid on the basis set forth in the IPO. No services undertaken or expenses incurred by the Subconsultant exceeding the estimates shall be the liability of the Consultant unless the Consultant has approved such additional fees and costs in advance in writing.

(5) Additional Services. The Subconsultant shall provide services in addition to those described in the IPO ("Additional Services") upon and only upon written request of the Consultant. The Subconsultant shall be compensated for all authorized Additional Services only on the basis agreed upon in writing at the time such Additional Services are authorized.

(6) Invoices. Invoices will be submitted by the Subconsultant to the Consultant monthly by the fifth of each month for Services and Additional Services performed and expenses incurred pursuant to this Agreement during the prior month.

(a) Please email and **only** email all invoices to FLpayable.invoices@kimley-horn.com.

(b) Please include the Kimley-Horn Project number and indicate the Kimley-Horn employee that requested the services in the ATTN: line of the address.

(7) Contingent Payment. Notwithstanding anything to the contrary herein, it is understood and agreed that the Consultant shall have no obligation to pay the Subconsultant the fee set forth in this Agreement, or any other additional charges or claims, or any installment thereof, unless and until, as a condition precedent, the Consultant has received from the Client its fee covering the services performed by the Subconsultant.

(8) Termination. Consultant may terminate this Agreement or any IPO for its convenience upon written notice to the Subconsultant. The obligation to provide further services under this Agreement may be terminated by either party upon seven days' written notice upon substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. The engagement of the Subconsultant under an IPO shall terminate (without prior notice) upon termination, by any party and for any reason, of the Contract to which that IPO refers (or the portion of the Contract authorizing the Services under the IPO), without liability to the Consultant and without terminating this Agreement. All IPOs shall terminate upon the termination of this Agreement unless provided otherwise at such termination by the Consultant. Upon termination of this Agreement or an IPO, the Subconsultant will be paid (subject to the contingent payment provisions in Section (7) hereof) for all authorized services satisfactorily completed to the date of such termination. If the Subconsultant's compensation is determined on an hourly basis, the amount payable shall be established on the basis of the time and authorized expenses actually incurred on the project to the date of termination. If the Subconsultant's compensation is a lump sum fee, the amount payable will be a pro rata amount of such fee determined on the basis of the relationship of the amount and value of the services performed prior to the Subconsultant's receipt of notice of termination to all of the services described in the IPO. The Subconsultant's compensation shall be subject to a determination by the Consultant that the charges are equitable and reasonable in view of the amount and value of the services performed.

(9) Ownership and use of documents.

(a) The ownership and use of all documents prepared by Subconsultant including but not limited to drawings, specifications, calculations, maps, notes, files, sketches, lists, reports, or data (in paper or electronic form) ("Subconsultant's Documents") shall be governed by the Contract for each IPO, including the rights granted to the Client and the Consultant. To the extent not in conflict with the Contract for each IPO, Consultant agrees that the Subconsultant's Documents are instruments of service, and Subconsultant may retain an ownership interest therein. The Consultant likewise shall have an ownership interest in Subconsultant's Documents.

(b) Subconsultant shall have no rights to retain or reuse any drawings, specifications, calculations, notes, files, sketches, lists, reports, data, or other documents (in either paper or electronic form) prepared by or obtained from Consultant ("Consultant's Documents"). Subconsultant shall return all copies of such Consultant's Documents to Consultant and certify as to the completeness of such return as a condition precedent to receiving final payment of Subconsultant's fee under each IPO.

(10) Insurance. During the term of this Agreement and all IPOs, the Subconsultant shall comply with all insurance requirements. See attached insurance requirements for detail of coverages and additional insured language. Invoices will not be paid until completed certificates showing evidence of insurance coverages are received.

(11) Indemnity. The Subconsultant shall be bound to Consultant under any indemnification obligations under the Contract to the same extent as Consultant is bound to Client. In any event and regardless of whether the Contract contains a lesser indemnity provision, Subconsultant shall be subject to the following minimum indemnification obligations under this Agreement:

(a) Professional Liability. The Subconsultant, with respect to professional acts, errors, or omissions, shall indemnify, defend, hold and save harmless the Consultant and the Client, their officers, agents and employees, from liability of any nature or kind, including reasonable attorney fees, costs and expenses, for or on account of any or all claims or suits for damages of any character whatsoever arising from negligent or otherwise wrongful acts or omissions of the Subconsultant, its employees and agents, and the Subconsultant's subcontractors, and suppliers, their employees and agents.

(b) General Liability. The Subconsultant, with respect to all liability other than for professional acts, errors, or omissions, shall indemnify, defend, hold and save harmless the Consultant, and the Client, their officers and employees, from liability of any nature or kind, including reasonable attorney fees, costs and expenses, for or on account of any or all claims or suits for damages of any character whatsoever arising from acts, omissions or conduct of the Subconsultant, its employees and agents, and the Subconsultant's subcontractors, and suppliers, their employees and agents.

(12) Provisions for Geotechnical Engineering and Testing Services

(a) Subconsultant shall carry out in a safe manner all its field and laboratory activities, including without limitation mobilization, accessing the site, preparing the site, sampling, testing, observing construction or testing activities by others, demobilization, transportation to and from work sites, and handling samples. Subconsultant shall obey all applicable laws, regulations, and recommended best practices for all its activities and, with respect thereto, shall be solely responsible for selection and execution of means, methods, equipment, sequences, schedules, safety programs, and enforcement of safe practices, and Consultant shall have no responsibility therefor.

(b) Subconsultant shall examine the site before beginning any sampling or testing operations and shall exercise due care to locate and identify underground or above ground conditions that would affect or be affected by Subconsultant's services. Existing facilities of any nature that might be damaged in any way by Subconsultant's services shall be called to the attention of the Consultant before commencement of potentially damaging activities, and facilities so located or identified shall be given a pre-operations inspection (with documentation) by and at the sole expense of the Subconsultant. Subconsultant shall be responsible for exact location and time of sampling or testing, within normal industry standards and specifications.

(c) All bore holes, test pits, observation wells, sample holes or pits, or similar modifications to the site as a result of the activities of the Subconsultant shall be protected by Subconsultant to prevent its employees, any other party, or animals from injury or damage. Before leaving the site of its activities, Subconsultant shall restore the site, including without limitation routes of access, to a condition reasonably the same as originally existed. With specific written authorization by the Consultant or the Client, restoration of the site of Subconsultant's activities and access routes thereto can be deferred if construction work in the near future will make such restoration unnecessary. In any event, however, Subconsultant shall make all areas affected by its activities safe and secure.

(d) Subconsultant shall keep safe and maintain all field samples until six months following substantial completion of the project unless other disposition is authorized in writing by the Consultant. Sampling and test data, as well as all other project documentation, shall be maintained and, upon Consultant's request, made available for a period of ten years following Substantial Completion of the Project.

(13) Dispute Resolution. The dispute resolution provisions in the Contract are incorporated herein by reference and shall govern all claims, counterclaims, disputes, and other matters in question between the Consultant and the Subconsultant arising out of this Agreement or the breach thereof. If the Contract does not contain dispute resolution provisions, then all claims by the Subconsultant shall be first submitted to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association.

(14) Equal Opportunity and Affirmative Action.

(a) The parties shall abide by the requirements of 41 CFR Sections 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. These regulations require that covered prime Consultants and Subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.

(b) This Consultant and Subconsultant shall comply with Title VI of the Civil Rights Act of 1964 and all requirements imposed by or pursuant to 49 C.F.R. Part 21 such that no person shall be excluded because of race, color, gender, or national origin from participation in, or be denied the benefits, of any program or activity for which federal financial assistance is received.

(15) Employer Reports on Employment of Protected Veterans. The parties, to the extent required by, 41 CFR 61-300, agree to report annually to the Secretary of Labor information regarding employees in its workforce who belong to protected Veteran categories.

(16) Notice to Employees of Labor Law Rights. The parties, to the extent required by 29 CFR part 471, appendix A to subpart A agree to notify all employees of their rights under the National Labor Relations Act.

(17) Federal Contractor Paid Sick Leave. Executive Order 13706 which establishes Paid Sick Leave for Federal Contractors, and its implementing regulations, including the applicable contract clause, are incorporated by reference into this contract as if fully set forth in this contract. The full text of the rule may be referenced at <https://www.federalregister.gov/documents/2016/09/30/2016-22964/establishing-paid-sick-leave-for-federal-contractors>.

(18) Controlling Law and Binding Effect. This Agreement is to be governed by the law of the State of Florida. This Agreement shall bind, and the benefits thereof shall inure to the respective parties hereto, their legal representatives, executors, administrators, successors and assigns.

(19) Continuity of Services. The Subconsultant shall proceed diligently with the performance of this Contract, pending final resolution of any request for relief, claim, appeal, modification, dispute, or action arising from this Agreement and shall continue, pending final resolution of the matter, according to the directions of the Consultant.

(20) Merger; Amendment. This Agreement (together with the terms of the Contract incorporated herein by reference, as set forth in Section (1) above) constitutes the entire and fully integrated agreement between the Consultant and the Subconsultant, and supersedes all prior and contemporaneous negotiations, representations, agreements, and understandings, whether written or oral. This Agreement can be supplemented or amended only by a written document executed by both the Consultant and the Subconsultant.

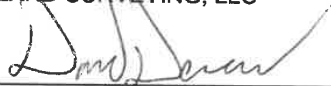
(21) Nonassignability. Neither party shall assign any rights or delegate any duties arising under this Agreement without prior written consent of the other party. Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than the Consultant and the Subconsultant.

(22) Severability; Waiver of Provisions. Any provisions in this Agreement (together with the terms of the Contract incorporated herein by reference, as set forth in Section (1) above) that are prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions hereof or affecting the validity or enforceability of such provision in any other jurisdiction. Also, the non-enforcement of any provisions by the Consultant shall not constitute a waiver of that provision nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

(23) Specific Consideration. The parties agree that 1% of the total compensation paid to the Subconsultant is specific consideration for the Subconsultant's indemnity agreements.

The Consultant and the Subconsultant have caused this agreement to be signed by their duly authorized officers on the day and year first above written.

DEREN LAND SURVEYING, LLC

By: 
(signature)

David Deren, President
(Print Name and Title)

Date: 4-30-18

KIMLEY-HORN AND ASSOCIATES, INC.

By: 
(signature)

M. Lewis Bryant, Vice President
(Print Name and Title)

Date: April 30, 2018

BILLING INSTRUCTIONS TO SUBCONSULTANT

All invoices should reference Kimley-Horn Project Number: _____.

Please submit an IRS form W-9 Request for Taxpayer Identification Number and Certification with the contract.

Kimley-Horn prefers to make payments electronically via ACH. By completing the information below you are authorizing Kimley-Horn to make payments to you electronically via ACH. The funds will be deposited directly into the bank account you specify below and we will notify you via e-mail when the deposit is made.

Company Name: Desen Land Surveying

Bank Name: Capital City Bank

Routing Number (ABA) [REDACTED]

Account Number: [REDACTED]

Type of Account: ☒ Checking ☐ Savings

E-mail Address: dave@desenlandsurveying.com
(For deposit notification)

Contact Name: David Desen
(For deposit notification)

**Kimley-Horn Subconsultant
Insurance Requirements**

INVOICES WILL NOT BE PAID UNTIL WE RECEIVE CORRECT CERTIFICATES

NOTE: If insurance requirements stated in the Consultant's contract with the Client differ from those stated below, the coverage requirement shall be the greater and more stringent of the two.

Type of Insurance	Limits
Workers' Compensation and Occupational Disease Insurance in accordance with applicable laws. Must include Waiver of Subrogation	Statutory
Employer's Liability	\$500,000 Each Accident \$500,000 Disease – Each Employee \$500,000 Disease – Policy Limit
Commercial General Liability ✓ Contractual Liability ✓ Completed Operations/Product Liability ✓ Personal & Advertising Injury ✓ Written on a per occurrence basis ✓ Severability of Interests ✓ Additional Insured including completed operations endorsement	\$2,000,000 General Aggregate \$2,000,000 Products/Comp/Ops Aggregate \$1,000,000 Personal and Advertising Injury \$1,000,000 Each Occurrence
Automobile Liability/Non-Owned Auto ✓ Comprehensive ✓ Any Auto ✓ All Owned Autos ✓ Hired Autos and Non-Owned Autos ✓ Additional Insured endorsement	\$1,000,000 Combined Single Limit BI/PD
Professional Liability	\$2,000,000 Per Claim \$2,000,000 Annual Aggregate

During the continuance of this Agreement, the Subconsultant shall deposit with the Consultant current certificates evidencing the policies and endorsements set forth above and shall provide Consultant with at least thirty (30) days' written notice prior to the modification or cancellation of any insurance policy required under this Agreement. Certificates evidencing professional liability insurance coverage shall be furnished to the Consultant annually during this contract and for three years thereafter.

Certificate of Insurance Description Box MUST include:

- All policies except for Workers Compensation and Professional Liability, shall endorse Kimley-Horn and Associates, Inc. as additional insured
- All policies, except Professional Liability and Workers Compensation, shall include primary/non-contributory endorsement
- All Policies shall include a waiver of subrogation
- Project name and Kimley-Horn Project Number

Certificate Holder: (Attn: Insurance Administrator)
Kimley-Horn and Associates, Inc.
1920 Wekiva Way
Suite 200
West Palm Beach, FL 33411

INDIVIDUAL PROJECT ORDER NUMBER _____

This Individual Project Order describes a specific agreement between Kimley-Horn and Associates, Inc. (the Consultant) and _____ (the Subconsultant) pursuant to the Master Agreement for Continuing Professional Services dated _____, the terms of which are incorporated by reference.

Identification of Project and Consultant's Client:

Scope of Subconsultant's Services:

Schedule to be met by Subconsultant:

Subconsultant's Compensation:

(Subconsultant)

KIMLEY-HORN AND ASSOCIATES, INC.

By: _____
(signature)

By: _____
(signature)

(Print Name and Title)

(Print Name and Title)

Date: _____

Date: _____

**MASTER AGREEMENT FOR CONTINUING PROFESSIONAL SERVICES
BETWEEN KIMLEY-HORN AND ASSOCIATES, INC.
AND A SUBCONSULTANT**

This Agreement is made this 14th day of October, 2022, by and between KIMLEY-HORN AND ASSOCIATES, INC. ("the Consultant") and CLYMER FARNER BARLEY SURVEYING, LLC ("the Subconsultant"). The Consultant has entered into one or more agreements with public or private entities (for each such agreement, "the Client") for the furnishing of professional and technical services (for each such agreement, "the Contract"). The Consultant and the Subconsultant desire to set forth the general terms and conditions whereby the Subconsultant will from time to time be engaged to provide services to the Consultant, the particulars of each such engagement being set forth in an executed Individual Project Order ("IPO"). Accordingly, the parties agree as follows:

(1) Scope of Agreement. The Subconsultant's relationship to the Consultant shall be that of independent contractor, and the Consultant shall have no responsibility for the safety or acts of the Subconsultant's employees. Except as noted below, all terms and conditions of the Consultant's Contract with the Client, a copy of which will be attached to the IPO, are incorporated herein by reference. The Subconsultant shall be bound to observe all such terms and conditions to the same extent as the Consultant is bound to the Client. Without limiting the generality of the foregoing:

Provisions in the Contract imposing an obligation on the Consultant to the Client shall be deemed to impose an obligation on the Subconsultant to the Consultant; and

Provisions, if any, in the Contract providing for indemnification or other hold harmless obligations by the Consultant to the Client shall be deemed to be an indemnification or hold harmless obligation by the Subconsultant to the Consultant and the Client.

If a term or condition in the Contract is also covered by the terms and conditions herein, the parties shall, to the extent possible, give effect to both such sets of terms and conditions. If such terms and conditions conflict, then this Agreement shall take precedence over the Contract.

(2) Professional Services. The Subconsultant shall provide the services set forth in the IPO, which is incorporated herein by reference ("the Services"). If any provision in the IPO conflicts with provisions elsewhere in this Agreement, however, then such other provisions shall take precedence over the IPO. The Subconsultant is bound to perform the Services for the Consultant in the same manner and to the same extent that the Consultant is bound to perform such services in the Contract. The Subconsultant's scope of services must be performed in character, sequence, and timing so that they will be coordinated with those of the Consultant and all other Subconsultants for the Project, and Subconsultant will provide progress copies of drawings, schedules, specifications, and other necessary information to the Consultant in a timely fashion.

(3) Period of Service. The Subconsultant shall begin work promptly on each IPO after receipt of a fully executed copy of both this Agreement and the IPO in question, to the extent that the Consultant has been authorized to proceed by the Client. The Subconsultant will complete the Services described in the IPO within the time schedule therein provided. However, the times for performance established in such schedule shall be extended on a day-for-day basis for periods of delay resulting from strikes, natural disasters, and similar circumstances for which the Subconsultant has no fault and cannot reasonably mitigate, provided that like extensions are granted to the Consultant by the Client.

(4) Compensation. For Services described in the IPO, the Subconsultant's compensation shall be computed and paid on the basis set forth in the IPO. No services undertaken or expenses incurred by the Subconsultant exceeding the estimates shall be the liability of the Consultant unless the Consultant has approved such additional fees and costs in advance in writing.

(5) Additional Services. The Subconsultant shall provide services in addition to those described in the IPO ("Additional Services") upon and only upon written request of the Consultant. The Subconsultant shall be compensated for all authorized Additional Services only on the basis agreed upon in writing at the time such Additional Services are authorized.

(6) Invoices. Invoices will be submitted by the Subconsultant via an online portal to the Consultant monthly by the fifth business day of each month for Services and Additional Services performed and expenses incurred pursuant to this Agreement during the prior month.

(a) The portal is accessed by an email address and password. If you are a new vendor working with Kimley-Horn and Associates, Inc. or need to add a login, please fill out the attached Billing Instructions to Subconsultants, and you will receive an email to sign into the portal from kimleyhorn@service-now.com.

(b) A Kimley-Horn and Associates, Inc. project number is required for invoice submittal.

(7) Contingent Payment. Notwithstanding anything to the contrary herein, it is understood and agreed that the Consultant shall have no obligation to pay the Subconsultant the fee set forth in this Agreement, or any other additional charges or claims, or any installment thereof, unless and until, as a condition precedent, the Consultant has received from the Client its fee covering the services performed by the Subconsultant.

(8) Termination. The Consultant may terminate this Agreement or any IPO for its convenience upon written notice to the Subconsultant. The obligation to provide further services under this Agreement may be terminated by either party upon seven days' written notice upon substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. The engagement of the Subconsultant under an IPO shall terminate (without prior notice) upon termination, by any party and for any reason, of the Contract to which that IPO refers (or the portion of the Contract authorizing the Services under the IPO) without liability to the Consultant and without terminating this Agreement. All IPOs shall terminate upon the termination of this Agreement, unless provided otherwise at such termination by the Consultant. Upon termination of this Agreement or an IPO, the Subconsultant will be paid (subject to the contingent payment provisions in Section (7) hereof) for all authorized services satisfactorily completed to the date of such termination. If the Subconsultant's compensation is determined on an hourly basis, the amount payable shall be established on the basis of the time and authorized expenses actually incurred on the project to the date of termination. If the Subconsultant's compensation is a lump sum fee, the amount payable will be a pro rata amount of such fee determined on the basis of the relationship of the amount and value of the services performed prior to the Subconsultant's receipt of notice of termination to all of the services described in the IPO. The Subconsultant's compensation shall be subject to a determination by the Consultant that the charges are equitable and reasonable in view of the amount and value of the services performed.

(9) Ownership and Use of Documents.

(a) The ownership and use of all documents prepared by the Subconsultant, including, but not limited to, drawings, specifications, calculations, maps, notes, files, sketches, lists, reports, or data (in paper or electronic form) ("Subconsultant's Documents") shall be governed by the Contract for each IPO, including the rights granted to the Client and the Consultant. To the extent not in conflict with the Contract for each IPO, the Consultant agrees that the Subconsultant's Documents are instruments of service, and the Subconsultant may retain an ownership interest therein. The Consultant likewise shall have an ownership interest in the Subconsultant's Documents.

(b) The Subconsultant shall have no rights to retain or reuse any drawings, specifications, calculations, notes, files, sketches, lists, reports, data, or other documents (in either paper or electronic form) prepared by or obtained from Consultant ("Consultant's Documents"). The Subconsultant shall return all copies of such Consultant's Documents to the Consultant and certify as to the completeness of such return as a condition precedent to receiving final payment of the Subconsultant's fee under each IPO.

(10) Insurance. During the term of this Agreement and all IPOs, the Subconsultant shall comply with all insurance requirements. See attached insurance requirements for detail of coverages and additional insured language. Invoices will not be paid until completed certificates showing evidence of insurance coverages are received.

(11) Indemnity. The Subconsultant shall be bound to the Consultant under any indemnification and defense obligations under the Contract to the same extent as the Consultant is bound to the Client. In any event and regardless of whether the Contract contains a lesser indemnity provision, the Subconsultant shall be subject to the following minimum indemnification obligations under this Agreement:

(a) Professional Liability. The Subconsultant, with respect to professional acts, errors, or omissions, shall indemnify, defend, hold, and save harmless the Consultant and the Client and their respective officers, agents, and employees from liability of any nature or kind, including reasonable attorneys' fees, costs, and expenses, for or on account of any or all claims or suits for damages of any character whatsoever arising from negligent or otherwise wrongful acts or omissions of the Subconsultant, its employees and agents, and the Subconsultant's subcontractors and suppliers and their respective employees and agents.

(b) General Liability. The Subconsultant, with respect to all liability other than for professional acts, errors, or omissions, shall indemnify, defend, hold, and save harmless the Consultant, and the Client and their respective officers and employees from liability of any nature or kind, including reasonable attorneys' fees, costs, and expenses, for or on account of any or all claims or suits for damages of any character whatsoever arising from acts, omissions, or conduct of the Subconsultant, its employees and agents, and the Subconsultant's subcontractors and suppliers and their respective employees and agents.

(12) Provisions for Geotechnical Engineering and Testing Services.

(a) The Subconsultant shall carry out in a safe manner all its field and laboratory activities, including, without limitation, mobilization, accessing the site, preparing the site, sampling, testing, observing construction or testing activities by others, demobilization, transportation to and from work sites, and handling samples. The Subconsultant shall obey all applicable laws, regulations, and recommended best practices for all its activities and, with respect thereto, shall be solely responsible for selection and execution of means, methods, equipment, sequences, schedules, safety programs, and enforcement of safe practices, and the Consultant shall have no responsibility therefor.

(b) The Subconsultant shall examine the site before beginning any sampling or testing operations and shall exercise due care to locate and identify underground or above ground conditions that would affect or be affected by the Subconsultant's services. Existing facilities of any nature that might be damaged in any way by the Subconsultant's services shall be called to the attention of the Consultant before commencement of potentially damaging activities, and facilities so located or identified shall be given a pre-operations inspection (with documentation) by and at the sole expense of the Subconsultant. The Subconsultant shall be responsible for exact location and time of sampling or testing, within normal industry standards and specifications.

(c) All bore holes, test pits, observation wells, sample holes or pits, or similar modifications to the site as a result of the activities of the Subconsultant shall be protected by the Subconsultant to prevent its employees, any other party, or animals from injury or damage. Before leaving the site of its activities, the Subconsultant shall restore the site, including, without limitation, routes of access, to a condition reasonably the same as originally existed. With specific written authorization by the Consultant or the Client, restoration of the site of the Subconsultant's activities and access routes thereto can be deferred if construction work in the near future will make such restoration unnecessary. In any event, however, the Subconsultant shall make all areas affected by its activities safe and secure.

(d) The Subconsultant shall keep safe and maintain all field samples until six months following substantial completion of the project unless other disposition is authorized in writing by the Consultant. Sampling and test data, as well as all other project documentation, shall be maintained and, upon the Consultant's request, made available for a period of ten years following Substantial Completion of the Project.

(13) Provisions for Use of Drones.

(a) In addition to the insurance required in this Agreement, the Subconsultant shall

carry aircraft liability insurance or an equivalent Unmanned Aerial Vehicle (UAV) insurance policy covering loss or damage to the UAV and liability arising from property damage or bodily injury to third parties, with limits of liability of no less than \$2 million per claim and in the aggregate. All other requirements applicable to the Subconsultant's general liability policies required in the Agreement shall apply equally to this policy.

(b) In addition to the indemnity contained in this Agreement, the Subconsultant shall, to the fullest extent permitted by law, indemnify, defend, and hold the Consultant harmless from and against all claims, losses, damages, costs (including legal costs), actions, and other proceedings made, sustained, brought, or prosecuted in any manner (collectively "liability") based upon, occasioned by, or attributable to any personal injury, property damage, claim of trespass or invasion of privacy, violations of law, or regulatory fines levied arising from operation of the UAV, excepting liability caused by the sole negligence of the Consultant.

(c) The Subconsultant warrants that it has obtained all permits or exceptions required by law to operate any UAV included in the Services, and that its operators have completed the training, certifications, and licensure as required by the applicable jurisdiction.

(14) Dispute Resolution. The dispute resolution provisions in the Contract are incorporated herein by reference and shall govern all claims, counterclaims, disputes, and other matters in question between the Consultant and the Subconsultant arising out of this Agreement or the breach thereof. If the Contract does not contain dispute resolution provisions, then all claims by the Subconsultant shall be first submitted to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association.

(15) Equal Opportunity and Affirmative Action.

(a) The parties shall abide by the requirements of 41 CFR Sections 60-1.4(a), 60-300.5(a), and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity, or national origin. These regulations require that covered prime Consultants and Subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.

(b) This Consultant and Subconsultant shall comply with Title VI of the Civil Rights Act of 1964 and all requirements imposed by or pursuant to 49 C.F.R. Part 21 such that no person shall be excluded because of race, color, gender, or national origin from participation in, or be denied the benefits of, any program or activity for which federal financial assistance is received.

(16) Employer Reports on Employment of Protected Veterans. The parties, to the extent required by 41 CFR 61-300, agree to report annually to the Secretary of Labor information regarding employees in its workforce who belong to protected Veteran categories.

(17) Notice to Employees of Labor Law Rights. The parties, to the extent required by 29 CFR part 471, appendix A to subpart A, agree to notify all employees of their rights under the National Labor Relations Act.

(18) Federal Contractor Paid Sick Leave. Executive Order 13706, which establishes Paid Sick Leave for Federal Contractors, and its implementing regulations, including the applicable contract clause, are incorporated by reference into this contract as if fully set forth in this contract. The full text of the rule may be referenced at <https://www.federalregister.gov/documents/2016/09/30/2016-22964/establishing-paid-sick-leave-for-federal-contractors>.

(19) E-Verify. The Subconsultant certifies that it complies, to the extent applicable, with the Federal Acquisition Regulation (FAR) E-Verify clause. Requirements of the FAR E-Verify clause may be referenced at <https://www.e-verify.gov/supplemental-guide-for-federal-contractors>.

(20) Controlling Law and Binding Effect. This Agreement is to be governed by the law of the State of Florida. This Agreement shall bind, and the benefits thereof shall inure to the respective parties

hereto, their legal representatives, executors, administrators, successors, and assigns.

(21) Continuity of Services. The Subconsultant shall proceed diligently with the performance of this Contract, pending final resolution of any request for relief, claim, appeal, modification, dispute, or action arising from this Agreement and shall continue, pending final resolution of the matter, according to the directions of the Consultant.

(22) Merger; Amendment. This Agreement (together with the terms of the Contract incorporated herein by reference, as set forth in Section (1) above) constitutes the entire and fully integrated agreement between the Consultant and the Subconsultant, and supersedes all prior and contemporaneous negotiations, representations, agreements, and understandings, whether written or oral. This Agreement can be supplemented or amended only by a written document executed by both the Consultant and the Subconsultant.

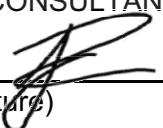
(23) Nonassignability. The Subconsultant shall not assign any rights or delegate any duties arising under this Agreement without prior written consent of the Consultant. Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than the Consultant and the Subconsultant.

(24) Severability; Waiver of Provisions. Any provisions in this Agreement (together with the terms of the Contract incorporated herein by reference, as set forth in Section (1) above) that are prohibited or unenforceable in any jurisdiction shall, as to such jurisdiction, be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions hereof or affecting the validity or enforceability of such provision in any other jurisdiction. Also, the non-enforcement of any provision by the Consultant shall not constitute a waiver of that provision nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

(25) Specific Consideration. The parties agree that 1% of the total compensation paid to the Subconsultant is specific consideration for the Subconsultant's indemnity agreements.

The Consultant and the Subconsultant have caused this agreement to be signed by their duly authorized officers on the day and year first above written.

CLYMER FARNER BARLEY SURVEYING, LLC
(SUBCONSULTANT)

By: 
(signature)

Jeremy Hallick, Vice President
(Print Name and Title)

Date: October 14, 2022

KIMLEY-HORN AND ASSOCIATES, INC.

By: 
(signature)

Gene Losito, Vice President
(Print Name and Title)

Date: October 14, 2022

BILLING INSTRUCTIONS TO SUBCONSULTANT

All invoices should be submitted via the online portal using the Kimley-Horn and Associates, Inc. Project Number: _____

Direct Deposit Information

Date: _____

☐ Change to previously submitted Direct Deposit Information

☐ New Subconsultant

Kimley-Horn and Associates, Inc. prefers to make payments electronically via ACH. By completing the information below you are authorizing Kimley-Horn and Associates, Inc. to make payments to you electronically via ACH. The funds will be deposited directly into the bank account you specify below, and we will notify you via e-mail when the deposit is made.

Company Name: _____

Bank Name: _____

Routing Number (ABA): _____

Account Number: _____

Type of Account: ☐ Checking ☐ Savings

E-mail address: _____
(For deposit notification)

Contact Name: _____
(For deposit notification)

Contact Phone Number: _____

E-mail address: _____
(Subconsultant Portal Login, if different from deposit notification)

Contact Name: _____
(Subconsultant Portal Login, if different from deposit notification)

If you are a new vendor to Kimley-Horn and Associates, Inc., please also submit an IRS form W-9 Request for Taxpayer Identification Number and Certification with the contract.

Kimley-Horn and Associates, Inc.
Subconsultant Insurance Requirements

INVOICES WILL NOT BE PAID UNTIL WE RECEIVE CORRECT CERTIFICATES

NOTE: If insurance requirements stated in the Consultant's contract with the Client differ from those stated below, the coverage requirement shall be the greater and more stringent of the two.

Type of Insurance	Limits
Workers' Compensation and Occupational Disease Insurance in accordance with applicable laws. Must include Waiver of Subrogation.	Statutory
Employer's Liability	\$500,000 Each Accident \$500,000 Disease – Each Employee \$500,000 Disease – Policy Limit
Commercial General Liability ✓ Contractual Liability ✓ Completed Operations/Product Liability ✓ Personal & Advertising Injury ✓ Written on a per occurrence basis ✓ Severability of Interests ✓ Additional Insured including completed operations endorsement	\$2,000,000 General Aggregate \$2,000,000 Products/Comp/Ops Aggregate \$1,000,000 Personal and Advertising Injury \$1,000,000 Each Occurrence
Automobile Liability/Non-Owned Auto ✓ Comprehensive ✓ Any Auto ✓ All Owned Autos ✓ Hired Autos and Non-Owned Autos ✓ Additional Insured endorsement	\$1,000,000 Combined Single Limit BI/PD
Professional Liability	\$2,000,000 Per Claim \$2,000,000 Annual Aggregate

During the continuance of this Agreement, the Subconsultant shall deposit with the Consultant current certificates evidencing the policies and endorsements set forth above and shall provide the Consultant with at least thirty (30) days' written notice prior to the modification or cancellation of any insurance policy required under this Agreement. Certificates evidencing professional liability insurance coverage shall be furnished to the Consultant annually during this contract and for three years thereafter.

Certificate of Insurance Description Box MUST include:

- All policies, except for Workers Compensation and Professional Liability, shall endorse Kimley-Horn and Associates, Inc. and the Client as additional insureds.
- All policies, except Professional Liability and Workers Compensation, shall include primary/non-contributory endorsement.
- All Policies shall include a waiver of subrogation.
- Project name and Kimley-Horn and Associates, Inc. Project Number.

Certificate Holder:

Kimley-Horn and Associates, Inc.

Upload your COI via the Subconsultant Portal (Item 6). Email questions about your COI to: KHCOI@kimley-horn.com

RFQ COVER PAGE

Name of Firm, Entity or Organization: Halff Associates, Inc.	
Federal Employer Identification Number (FEIN):	75-1308699
State of Florida License Number (If Applicable):	33380 Engineering LB8348 Surveyor & Mapper
Name of Contact Person: Robert Ern, PE, DBIA	
Title: Principal-in-Charge	
E-Mail Address: rErn@halff.com	
Mailing Address: 902 North Sinclair Avenue	
Street Address (if different):	
City, State, Zip: Tavares, Florida 32778	
Telephone: 352.343.8481	Fax: 352.343.8495
Organizational Structure – Please Check One:	
Corporation ☒ Partnership ☐ Proprietorship ☐ Joint Venture ☐ Other ☐	
If Corporation:	
Date of Incorporation: 1950	State of Incorporation: Texas
States Registered in as Foreign Corporation: Oklahoma, Florida, Louisiana, Arkansas	
Authorized Signature:	
Print Name: Robert Ern, PE, DBIA	
Signature: 	
Title: Principal-in-Charge	
Phone: 352.343.8481	
<i>This document must be completed and returned with your Submittal.</i>	



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April 4, 2023

City of Wildwood
100 N. Main Street
Wildwood, FL 34785

RE: Engineering Continuing Professional Services RFQ No. 2023.070

Dear Selection Committee:

The City of Wildwood, because of its centralized location and easy access to both coasts, is often referred to as the “Crossroads of Florida.” Like so many cities in central Florida, the City of Wildwood is experiencing phenomenal growth. The City had more than 33,000 residents as of October of 2022, with projected growth to increase to more than 100,000 residents in the foreseeable future. With this growth, having an on-call service contract for continuing engineering services is an advantage to both the staff and citizens of the City of Wildwood since it reduces the need to procure individual services and frees the staff to attend to additional needs of the City. As a longtime continuing engineering services provider to more than 30 municipalities and counties in Florida, including the City of Wildwood, Halff has a thorough understanding of the services required by the City for this contract. We are pleased to submit our qualifications to provide comprehensive services to the City.

Firm Legacy

Since 1987, Halff has served public clients located throughout Florida. We are a community focused, employee-owned, 1,400-person, full-service engineering, planning, environmental, architecture, and surveying firm providing services from 29 offices in Florida, Texas, Oklahoma, Arkansas, and Louisiana. We have a strong legacy of impressive community projects that address everything from basic paving/repaving projects to creative, world-class parks and recreation facilities. Many of our projects have solved long-standing community challenges such as flooding, traffic congestion, and functional downtown complete-street aesthetics. Halff is not a minority business enterprise (MBE) firm; however, two of our three subconsultants for this contract are MBE firms. Halff makes it a standard practice of incorporating MBE firms into our project teams in meaningful roles whenever possible.

Offices and Personnel

Halff has assembled a team of professionals that are well qualified and can offer the City of Wildwood local, proven experience in providing civil engineering services on task-oriented projects similar to those anticipated on this continuing engineering services contract. Engineering design services and construction administration required for the City’s projects will be provided primarily by our Tavares office with support from our other Florida locations as needed. Grant applications, administration, and funding will be provided by our Jacksonville office. The Halff personnel based from these offices consists of 122 professional and technical staff members. They are supported by a closely connected network of more than 160 Florida-based employees who can be called upon to support your requested tasks. Halff’s Tavares office, located at 902 North Sinclair Avenue, Tavares, Florida 32778, will serve as the primary office and point of contact for the City of Wildwood.

The Halff Team

Halff’s in-house team will provide all project management along with all work associated with the disciplines of civil engineering, water, wastewater, reclaimed water utilities, land planning, landscape architecture, public engagement, construction administration and management, transportation and mobility, grant administration, facility assessments, and geographic information systems (GIS).

To complement Halff's services, we bring the following firms as members of the Halff team:



Andreyev Engineering, Inc.

Geotechnical: Andreyev Engineering, Inc. (AEI) has been a trusted, geotechnical subconsultant to Halff on hundreds of projects since 2006.



Electrical Design Associates

Electrical: Electrical Design Associates, Inc. (EDA) has teamed with Halff on dozens of projects for nearly 20 years. EDA is also MBE certified.



GovRates
Helping to Put the "Smart" in
"Smart Government"

Stage Revolving Fund (SRF) Loan Assistance: GovRates, Inc. (GRI) has assisted Halff with obtaining SRF funding on local projects for the City of Mount Dora totaling \$12.3 million. GRI is also MBE certified.

Halff has great working relationships with all of our team members, and we are prepared to successfully complete any scope of work the City may require under this contract.

Resources and Experience

Throughout this RFQ, we clearly describe the Halff team resources and experience. Working with numerous central Florida cities and counties for more than 30 years has provided extensive firsthand knowledge and experience. From water, wastewater, stormwater, transportation planning, and landscape architecture, our team will continue to provide experience, energy, and enthusiasm to the City of Wildwood. It should also be noted that Halff has provided continuing professional engineering services on a task-oriented basis for multiple municipalities throughout Florida for many years.

The Halff team has project-specific experience in all services anticipated through this contract including:

Transportation and Mobility Planning and Design

- Traffic Engineering Analysis and Planning
- Major and Minor Roadway and Intersections
- Complete Streets and Roundabouts
- Streetscape Enhancements
- Multi-Use Trails
- Bridges and Major Stormwater Conveyance Structures
- Subsurface Utility Engineering (SUE) and Utility Coordination

Utility Analysis, Modeling, Planning, Design, Permitting and Asset Management

- Water Resources and Stormwater Management
- Potable Water Wells, Treatment, and Distribution
- Wastewater Collection, Transmission, and Treatment
- Asset Management Assessment and Maintenance Applications

Construction Engineering and Inspection Services (CEI)

Vulnerability Studies and Resiliency Analysis

Community Planning

- Comprehensive Plan Analysis, Amendments and Support Services
- Land Development Code Review, Updates, and Implementation



- Community Wide Master Planning and Implementation
- Resiliency Planning and Vulnerability Assessments
- Geographic Information Systems (GIS) Mapping and Analysis

Land and Site Development Planning and Design Services

- Municipal Facilities
- Solid Waste Analysis and Facilities
- Active and Passive Park and Recreation Facilities
- Landscape Architecture

Support Services

- Surveying
- Geotechnical Engineering
- Environmental and Ecological Analysis and Permitting
- Cultural and Historical Resource Assessment

The table to the right is a representative sample of our continuing services contracts in Florida. Our high retention rate of these contracts is a testament of our commitment to providing outstanding, responsive service and reflects our prioritization of continuing services contracts.

On behalf of our entire team, we are excited to serve the City of Wildwood!

Yours to count on,

Halff



Robert Ern, Jr., PE. DBIA

Robert is authorized to represent and bind the firm.

HALFF CONTINUING SERVICES CONTRACTS	
The Villages	2020 to Present
City of Deltona	2020 to Present
City of Clermont	2009 to Present
City of Edgewater	2019 to Present
City of Fruitland Park	2008 to Present
City of Groveland	2017 to Present
City of Leesburg	2018 to Present
City of Mascotte	2003 to Present
City of Mount Dora	1992 to Present
City of Tavares	1988 to Present
City of Umatilla	2007 to Present
City of Wildwood	2019 to Present
Florida Governmental Utility Authority (FGUA)	2017 to Present
Gainesville Regional Utilities	2018 to Present
Lake County	2009 to Present
Lake County School Board	2009 to Present
Lake County Water Authority	2009 to Present
Town of Howey-in-the-Hills	2013 to Present
Town of Montverde	2017 to Present
Citrus County	2021 to Present
Bay County	2000 to Present
City of New Port Richey	2003 to Present
City of St. Pete beach	2017 to Present
City of Tallahassee Utilities	2010 to Present
City of Treasure Island	2019 to Present
Florida Department of Transportation - District 3	2003 to Present
Florida Department of Environmental Protection	2012 to Present
Hillsborough County Schools	2010 to Present
Leon County Public Works	2004 to Present
Okaloosa County	1994 to Present
Walton County	1994 to Present
Florida A&M University (FAMU)	2009 to Present

Tab B: Firm Profile

FORM 1

FIRM PROFILE

1. Firm (or joint venture) Name & Address Halff Associates, Inc. 1201 North Bowser Road Richardson, Texas 75081	1c. Licensed to do business in the State of Florida <u> X </u> Yes <u> </u> No
1a. Firm is <u> </u> National <u> X </u> Regional <u> </u> Local FEIN # <u>75-1308699</u>	1d. Name, Title & Telephone Number of Principal to Contact Robert Ern, Jr., PE, DBIA 352.343.8481
1b. Firm is a Certified Minority Business Enterprise <u> </u> Yes <u> X </u> No	1e. Address of office to perform work, if different from Item 1 902 North Sinclair Avenue Tavares, Florida 32778
2. If submittal is by joint venture list participating firms and outline specific areas of responsibility (including administrative, technical, and financial) for each firm: N/A 3a. Has this joint venture previously worked together? <u> </u> Yes <u> </u> No <u>N/A</u>	



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& Professional Regulation

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- [AB&T Delinquent Invoice & Activity List Search](#)

LICENSEE DETAILS 2:09:13 PM 3/1/2023

Licensee Information

Name:	HALFF ASSOCIATES, INC. (Primary Name)
	BESH HALFF (DBA Name)
Main Address:	1201 N BOWSER RD RICHARDSON Texas 75081
County:	OUT OF STATE

License Information

License Type:	Engineering Business Registry
Rank:	Registry
License Number:	33380
Status:	Current
Licensure Date:	09/12/2019
Expires:	

1				
HALFF ASSOCIATES, INC. / DBA BESH HALFF, INC.				
1201 N. BOWSER RD., RICHARDSON, TX 75081 Phone 214-346-6200				
				Complaints 0 Print
License Type	License#	Issued	Expires	Status
Surveyor Business	LB8348	01/14/20	02/28/25	Active
Surveyor of Record	LS6023	01/31/00	02/28/25	Active
1				

State of Florida

Department of State

I certify from the records of this office that HALFF ASSOCIATES, INC. is a Texas corporation authorized to transact business in the State of Florida, qualified on November 6, 2018.

The document number of this corporation is F18000005458.

I further certify that said corporation has paid all fees due this office through December 31, 2023, that its most recent annual report/uniform business report was filed on February 16, 2023, and that its status is active.

I further certify that said corporation has not filed a Certificate of Withdrawal.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Sixteenth day of February,
2023*


Secretary of State

Tracking Number: 9868402955CC

To authenticate this certificate, visit the following site, enter this number, and then follow the instructions displayed.

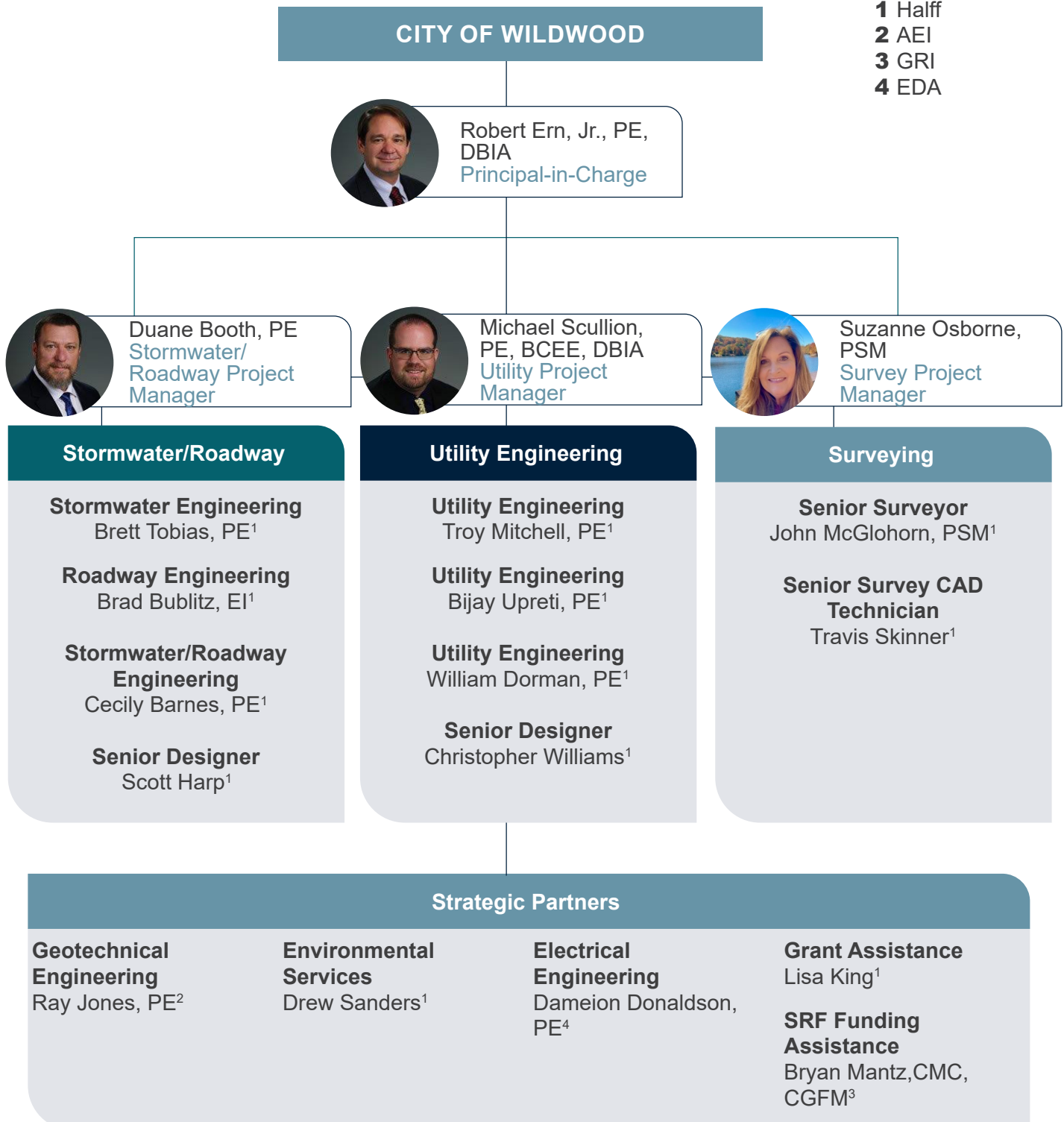
<https://services.sunbiz.org/Filings/CertificateOfStatus/CertificateAuthentication>

Tab C: Team Composition & Resumes

ORGANIZATIONAL CHART

LEGEND

- 1** Halff
- 2** AEI
- 3** GRI
- 4** EDA



**ROLE**

Principal-in-Charge

EXPERIENCE

28 Years

EDUCATIONBS, Civil Engineering,
University of Central Florida**REGISTRATION**PE, FL, 54013, Expires
February/28/2025PE, GA, PE033701, Expires
December/31/2023PE, AL, 28365, Expires
December/31/2023**CERTIFICATIONS**Qualified Stormwater
Management Inspector,
29648DBIA, D-4133, Expires
December/31/2025**Robert Ern, Jr., PE, DBIA**

Rob has extensive experience involving collection, transmission, and distribution systems; design and permitting of wastewater treatment plants (WWTPs), water treatment plants (WTPs), sewage pump stations, and water booster pump stations; utility master planning; and impact fee studies. His broad depth of utility experience in Florida on a variety of water projects translates to a team leader who understands the complexities, requirements, and challenges of local infrastructure projects.

REPRESENTATIVE PROJECT EXPERIENCE**SSU/SEWWCA Water, Wastewater, and Reclaimed Water Mains, Phases 1-3, The Villages, FL.**

This project addressed the growth and water needs in the area. South Sumter Utility and South East Wildwood Water Conservation Authority (SEWWCA) contracted Halff for design, permitting, survey and construction administration services. The SSU/SEWWCA mains were designed with the pipelines increasing in diameter the closer they get to the wastewater treatment plant due to manifolded capital lift stations pumping into the line, allowing for anticipated future capital lift stations to pump into the system. The project also included 14 horizontal directional drill crossings of the Florida Turnpike with casing pipes ranging in sizes from 16-inch to 54-inch. Total LF breakdown: 5,200 LF of water main (12-inch to 16-inch), 59,900 LF of reclaimed water main (12-inch to 24-inch), 46,600 LF of wastewater force main (16-inch to 36-inch).

Eastern Service Area Water Treatment Plant, Mount Dora, FL.

Responsible for assisting with the new 4.0 mgd water treatment plant with an ultimate capacity of 7.00 mgd. Treatment includes iron sequestration, aeration and disinfection. Plant also includes ground storage and variable frequency drive (VFD) controlled high service pumping. Halff also provided the construction management of three miles of 16-inch capital water line.

Gibson Place Utility Water Treatment Plant No. 1, The Villages, FL.

This project involved a new 5 mgd, MDD water treatment plant constructed to serve The Villages. The water treatment plant consists of two Lower Floridan wells, packed tower aeration with sulfuric acid for pH adjustment, odor control, transfer pumping, sodium hypochlorite disinfection, a prestressed ground storage tank, and high service pumping facilities. Project also includes standby power, pump building, electrical, SCADA, and controls. Halff provided design, permitting, and construction administration services. To expedite this fast-tracked project, Halff conducted pre-application meetings with FDEP to give them advance notice about the project.

Robert Ern, Jr., PE, DBIA *(Continued)*

South Sumter Utility Water Treatment Plant No. 1, The Villages, FL.

The South Sumter Utility Company WTP No.1 was a newly constructed, 5 MGD, MDD water treatment plant constructed to serve The Villages. Halff provided design, permitting, and construction administration services. This was a fast-tracked project for The Villages due to the rapid pace of development (3,000 homes are annually constructed).

South Sumter Utility Company Lift Station #11, The Villages, FL.

Responsible for leading the design, permitting and construction management services for a capital lift station. This station is a triplex lift station and contains 150 HP submersible pumps that pump approximately 3,500 gpm through a series of 16-inch to 36-inch force mains. The force mains total approximately seven miles in length to the City of Leesburg's Turnpike WWTP. Design included dual wet wells to provide sufficient storage, standby generator, VFDs for submersible pumps, flow meter, and all associated improvements necessary to serve the project site. Wet wells are HDPE lined, 316 SS riser pipes and drops were utilized in the wet wells. The station communicates via SCADA to the SSU office for monitoring.

Sewer System and Lift Station Rehabilitation, Umatilla, FL.

Responsible for assisting the City in evaluating necessary upgrades to seven lift stations in the project and provided engineering design services. Halff was responsible for the relining of 16,150 LF of 8-inch gravity sewer line with a cure-in-place lining system. This was a REDI grant project and Halff also provided grant assistance to the City.

Eagle Ridge Phase 3 Reclaimed Water Pipeline Project, Groveland, FL.

Responsible for assisting with the civil engineering tasks related to the growth patterns in the City causing reclaimed water usage to not be split evenly between the City's two wastewater treatment plants. The City wanted to be able to transfer treated reclaimed water via an interconnection to both facilities to optimize usage of the reclaimed water between the two wastewater treatment plants. Halff provided surveying, design, permitting, bidding and construction oversight. Project included 7.6 miles of 12-inch reclaimed water transmission main, and five pumps. The project was funded partially by a SJRWMD cost-share program grant which contributed \$1.2M towards the overall project cost. Total LF breakdown: 40,000 LF of 12-inch reclaimed water main. In addition, new pumping facilities were designed and constructed at each plant facility to transfer the reclaimed water between facilities.

Galvanized Steel Water Main Replacement, Edgewater, FL.

Responsible for systematically replacing galvanized water mains and water services that were at the end of their useful life to proactively prevent water leaks and improve water pressure. Halff provided a record survey and underground utility locates to locate all existing above and below-grade improvements along the route in support of the water main design and water services to meet all FDEP and City of Edgewater utility design requirements.



ROLE

Stormwater/Roadway
Project Manager

EXPERIENCE

33 Years

EDUCATION

BS, Civil Engineering,
University of Central Florida

REGISTRATION

PE, FL, 44631, Expires
February/28/2025

PE, GA, PEF005152,
Expires December/31/2023

PE, SC, 26215, Expires
June/30/2024

CERTIFICATIONS

Qualified Stormwater
Management Inspector,
7947

Temporary Traffic Control
Advanced, 56422, Expires
October/18/2023

Duane Booth, PE

Duane has extensive experience in drainage, stormwater, roadway engineering, and project management for public and private land development including utilities, site layout, grading and permitting. He has extensive knowledge of permitting through various agencies including FDEP, SJRWMD and FDOT. His engineering skillset includes commercial/industrial site planning and design municipal facilities, street and highway design, parks and recreation design, municipal water and wastewater infrastructure master planning and design, urban/rural subdivision planning and design, stormwater design, flood studies, FEMA map revisions, borrow pit and mining design.

REPRESENTATIVE PROJECT EXPERIENCE

12th Street Stormwater Improvements Project, Clermont, FL.

Responsible for identifying direct discharges of stormwater within a 273 acre basin with the City of Clermont City limits as part of the City's MS4 permit. Identified 16 drainage basins with a direct point source discharge to Lake Minnehaha. Scope of services included route survey, location and survey of underground utilities, design of new inlets and storm piping, dry retention pond and outfall structure, roadway reconstruction, relocation of water and sewer utilities, and utility coordination with phone, power, and cable.

Roundabout at CR 561 and CR 455, Lake County, FL.

Halff provided survey, design, utility coordination and permitting for the roundabout design at the intersection of CR 561 and CR 455 in Lake County. This was an FDOT LAP project, FPN #429606-1-58-01.

Marjorie Harris Carr Cross Florida Greenway Landbridge Phase, Paved Recreational Trail, Marion County, FL.

Halff provided engineering design, geotechnical investigation, permitting, and post-design services 12-foot wide, multi-use paved trail approximately 6 miles long. The project design met all FDOT standards for multi-use trails with accommodations for all trail users (equestrians, hikers, bicyclists, horse-drawn carriages) incorporated into the design. Due to numerous natural-surface trails crossing the new paved trail, special consideration was given to user safety at all crossings with signage and striping. Coordination with the land manager, Florida State Parks, and incorporating ease of trail maintenance into the design was essential to producing a successful project outcome.

Duane Booth, PE *(Continued)*

Alfred Street One Way Pair and Streetscape Project, Tavares, FL.

Halff provided route survey, roadway design, community involvement, project management, drainage analysis and design, and utility coordination for the one-way pairing of Alfred Street and Caroline Streets. Project included permitting with SJRWMD, FDOT, Lake County, and the City of Tavares, as well as land acquisition from FDOT surplus lands for the construction of a wet retention pond. Halff handled all of the coordination and permitting associated with this acquisition. A streetscape scope was added to include on-street parking, hardscape, landscape, irrigation design, ADA accessibility, decorative brick paver cross walks, and street furnishings. This created a standardized template for streetscape design.

East Lake Community Park Expansion, Lake County, FL.

Halff provided a topographic survey of existing conditions, provided grading plans for proposed improvements for drive aisles, parking lots and sidewalks, as well as bid document preparation and construction administration services.

County Road 470 PD&E Study, Lake County, FL.

This study was to evaluate the impact of the widening of County Road 470 from CR 527 to the Florida Turnpike. Halff's scope included survey with aerial targeting, pond borings, right of way mapping, utility identification and stormwater pond sizing and siting.

CDBG Stormwater Project, Clermont, FL.

Halff, under our continuing stormwater engineering services agreement with the City of Clermont, provided civil engineering and surveying services for a variety of stormwater improvements for five roadways that connected perpendicularly to a very steep graded road with no inlets and broken, or missing, curbing. This created washouts and minor street flooding. Design was based on approved CDBG drainage plans and included 3,400 LF of road and stormwater drainage design improvements, new ADA compliant sidewalks, and a redesigned road section that tied into a storm collection system that takes water to a permitted pond at the bottom of the hill. The project included the removal of 2,000 LF of 2-inch watermain and replacing it with 6-inch watermain.

Downtown Streetscape Phases I-III, Clermont, FL.

Halff provided surveying, engineering design, permitting, project coordination, and construction management services for the City's Downtown Streetscape projects which are part of the City of Clermont's Downtown Master Plan project. The Master Plan focuses on keeping the growing City connected and protecting its charms while revitalizing the historic downtown section with new gathering places along, and adjacent to, the waterfront. Design elements included improved parking and walkability, a designated meeting area, and beautification with landscaping and pavers which also offer traffic calming and improved safety for the increased pedestrian and cyclist traffic.

Public Boat Ramp Concepts, Clermont, FL.

As part of its Downtown-Waterfront Master Plan, an upgrade to the City's boat ramp on Lake Minneola was necessary to accommodate heavier boating traffic, address the ramp's safety issues from the additional traffic, and increase parking for vehicles and trailers. Halff created three design concept plans for the boat ramp, and presented them to the City council for a decision. The new boat ramp has double the launch pads, increased parking, 10 mooring slips, and new restrooms.

**ROLE**

Utility Project Manager

EXPERIENCE

17 Years

EDUCATIONMS, Civil and
Environmental Engineering,
Ohio State UniversityBS, Civil and Environmental
Engineering, Ohio State
University**REGISTRATION**PE, FL, 70753, Expires
February/28/2025PE, TN, 118113, Expires
July/31/2023PE, AR, 20535, Expires
December/31/2023PE, GA, PE034914, Expires
December/31/2023**CERTIFICATIONS**DBIA, D-4013, Expires
December/31/2024BCEE Code 22, 15-10002,
Expires December/31/2023**Michael Scullion, PE, BCEE, DBIA**

Mike brings experience in water utility engineering, project management, and permitting for public and private clients. He has extensive knowledge of permitting through various agencies. His engineering skillset includes water and wastewater treatment plant design and permitting, sewage pump station design, collection, transmission, distribution and reclaimed water system design and permitting, design-build utility construction, construction engineering inspection, utility master planning, grant application development and funding, and multiple project delivery methods including design/bid/build, design/build, and project manager-at-risk.

REPRESENTATIVE PROJECT EXPERIENCE**SR 46 Utility Design Project, Mount Dora, FL.**

Responsible for assisting with the future FDOT construction for the project area with detailed design drawings for the construction of a new 16-inch waterline, 16-inch reclaimed waterline, dual 8-inch and 16-inch force mains, and a 12-inch gravity sewer constructed within the FDOT right of way. The fast-track design was completed in three months to allow the construction to be completed prior to FDOT beginning their construction, and included an alignment that avoided impacts from the installation of FDOT's stormwater infrastructure and light poles. The project consisted of 37,300 LF of pipeline broken out as follows: 9,400 LF of 16-inch water main, 2,500 LF of 12-inch water main, 9,400 LF of 12-inch reclaimed water main, 7,300 LF of 16-inch wastewater force main, 6,700 LF of 8-inch wastewater force main, 2,000 LF of 12-inch wastewater gravity sewer. The scope of the project included design, permitting, bidding and construction administration for the installation of new water, reclaimed water and wastewater improvements within the proposed FDOT right of way on the north side of SR46, within the limits of the future Wekiva Parkway. Permitting occurred through the FDOT and the Florida Department of Environmental Protection. Due to the fact that the work spanned two separate FDOT projects along the SR46 corridor, two separate FDOT utility permits were submitted. SRF funding was received in the amount of \$4.2 million.

Gibson Place Utility Water Treatment Plant, The Villages, FL.

This project involved a new 4.9 mgd capacity water treatment plant to serve The Villages. The design incorporates two Lower Floridan well pumps, a high service pumping station, gas chlorination, ground storage tank, pH adjustment system, natural draft aeration system, site plan with all yard piping, and a stormwater management system.

Michael Scullion, PE, BCEE, DBIA *(Continued)*

Risk & Resilience Assessment, Mount Dora, FL.

Halff assessed the vulnerability of utility assets for a safe and reliable water supply to Mount Dora's customers. Identified threat scenarios that could compromise the utility's ability to perform its function.

South Sumter Utility Water Treatment Plant No. 1, The Villages, FL.

The South Sumter Utility Company WTP No. 1 was a newly constructed, 5 MGD, MDD water treatment plant constructed to serve The Villages. Halff provided design, permitting, and construction administration services. This was a fast-tracked project for The Villages due to the rapid pace of development (3,000 homes are annually constructed).

Mattamy Homes / Waterbrooke Lift Station and Utility Lines, Clermont, FL.

This project involved construction of utility improvements by the City of Clermont to serve the new Waterbrooke subdivision and other off site utility customers. Services included the design of a new capital lift station, capital water main, capital force main, and reclaimed main. The new capital lift station consisted of a dual wetwell design with an influent splitter box, three VFD-controlled pumps with a total pumping capacity of 5,650 gpm, and a standby generator. The offsite capital improvements consisted of 5,800 LF of 12-inch watermain, 4,800 LF of 12-inch and 6,300 LF of 16-inch reclaimed water main, and 11,400 LF of 24-inch force main.

Silver Eagle Reclaimed Storage Tank, Groveland, FL.

This project involved engineering services for the construction of a new 1.5-mgd concrete ground storage tank and one additional high service pump. An as-built site survey of the Silver Eagle site verified existing improvements which were utilized in the final design, and also provided all required soil boring locations and elevations. Halff prepared final engineering drawings for the new reclaimed storage tank which was designed to have the existing tanks and the new tank to "float" at the same level.

Eagle Ridge Phase 3 Reclaimed Water Pipeline Project, Groveland, FL.

The City of Groveland has two wastewater treatment plants located seven miles apart and wanted to optimize the usage of the reclaimed water between the two wastewater treatment plants. Halff provided surveying, design, permitting, bidding and construction oversight consisting of 7.6 miles of 12-inch reclaimed water transmission main between the two plants. In addition, new pumping facilities were designed and constructed at each plant facility to transfer the reclaimed water between facilities. A Saint Johns River Water Management District (SJRWMD) cost-share program grant, which contributed \$1.2M

Water Main Upgrades, Umatilla, FL.

The scope included route survey, permitting (FDEP), and utility locations for 8.1 miles of distribution piping networked throughout the City. Halff reviewed the water master plan and existing water maps to identify lines needing replacement, updated the water distribution model, and identified new infrastructure to serve existing needs and upsizing needs for future demand. Halff provided project specifications, bidding assistance, construction management, all necessary final certifications, and grant administration services. Halff obtained \$4 million in funding via Legislative Appropriation for this project on the City's behalf.

**ROLE**

Survey Project Manager

EXPERIENCE

27 Years

EDUCATIONAA, General Studies,
Valencia Community
College**REGISTRATION**PSM, FL, LS6120, Expires
February/28/2025**Suzanne Osborne, PSM**

Suzanne is significantly experienced in multiple survey deliverables including boundary, right of way, topographic and sectional surveys. She has extensive knowledge of surveying process, writing of legal descriptions, field data collection, subdivision layout and control, QA/QC processes, plat reviews, and project management. Her deliverables skillset includes: sectional surveys, boundary and topographic, as-builts, subdivision layout and control, as well as highway and right of way surveys.

REPRESENTATIVE PROJECT EXPERIENCE**Phase 4 Water Main Replacement, Groveland, FL.**

The survey scope included analyzing monumentation, determining right of way, and gathering topographic information within the City of Groveland for approximately 3 miles. The project scope included survey, engineering design, permitting, project bidding, and construction management. The project replaced existing water mains and existing, undersized galvanized steel water mains to improve water quality, fire flows, and loop the City's system.

US 27 Water Main Extension, Leesburg, FL.

The survey scope included analyzing monumentation, determining right of way, and gathering topographic information within the City of Leesburg for approximately 4 miles in support of a water main extension project.

Mayport Wastewater Treatment Plant, Jacksonville, FL.

The survey scope included a topographic and site survey in support of plant modifications.

Lake County Sheriff's Organization Evidence Warehouse, Lake County, FL.

Performed boundary and topographic surveys in support of engineering design, permitting, and construction administration services for an 18,700 SF evidence warehouse situated on 10 acres.

Meta Building Wastewater Treatment Plant, Fruitland Park, FL.

Halff provided SUE, topographic survey, and engineering site plan to include a paved parking lot, paved entry road, and stormwater system.

Mirror Lake Baffle Box, Fruitland Park, FL.

The scope of work included a record survey in support of engineering design and construction for a nutrient removing sediment baffle box.

**ROLE**

Stormwater Engineer

EXPERIENCE

20 Years

EDUCATIONBS, Civil Engineering,
University of Florida**REGISTRATION**PE, FL, 69017, Expires
February/28/2025**Brett Tobias, PE**

Brett is significantly experienced in stormwater, roadway, regional parks, flood studies, and commercial and residential site design. He has extensive project management experience encompassing preliminary and final design, value engineering, cost estimating, specification writing, bidding, and construction management for public and private land development. He is highly experienced in the permitting process through various agencies including FDEP, SJRWMD and FDOT. His engineering skillset includes commercial and industrial sites, large-scale residential and multifamily projects, roadway design, community and regional parks, water and wastewater infrastructure.

REPRESENTATIVE PROJECT EXPERIENCE**Trowell Avenue Stormwater Baffle Box, Umatilla, FL.**

To reduce the nutrient load from stormwater into Lake Umatilla, the City wanted a nutrient removal sediment baffle box at the end of Trowell Avenue which is adjacent to Lake Umatilla. Halff provided surveying, engineering design, project bidding and construction administration services for the project. The baffle box was designed in compliance with the terms and conditions for the Lake County Water Authority (LCWA) grant.

Emergency Operations Center, Tavares, FL.

Provided the stormwater design portion of the project. Halff also provided boundary and topographic survey, prepared and designed the preliminary and final engineering plans, executed all necessary permitting with SJRWMD, City of Tavares, Lake County, and FDEP, as well as providing bidding assistance and construction administration.

City of Mascotte MS4 Annual Reports, Mascotte, FL.

The City had a Phase II Municipal Separate Storm Sewer System Permit (MS4). As required by the permit, the City has to implement its approved MS4 Stormwater management plan and provide FDEP with annual reports detailing implementation milestones. Halff assisted the City with phased activities to verify compliancy as well as the required annual reports to FDEP.

Lake Florence Stormwater Improvements, Town of Montverde, FL.

Halff, as a continuing stormwater engineering services provider to the Town of Montverde, provided boundary and topographic surveys as well as tree locations. Halff coordinated with the baffle box manufacturer to procure baffle box specifications and drawings, provided the civil design construction drawings to the Town as well as bid documents, bidding assistance, and construction administration.



ROLE

Roadway Engineer

EXPERIENCE

18 Years

EDUCATION

BS, Civil Engineering,
Michigan State University

REGISTRATION

EI, FL, 1100008042,
Expires January/01/2099

CERTIFICATIONS

Qualified Stormwater
Management Inspector
7950

Temporary Traffic Control
Advanced, 56419, Expires
October/18/2023

Brad Bublitz, EI

Brad has extensive, specialized experience in roadway, stormwater management systems, residential, and commercial sites. He also has extensive project management experience encompassing preliminary and final design, value engineering, cost estimating, specification writing, and bidding and construction management for public and private land development. He is highly experienced in the permitting process through various agencies including FDEP, SJRWMD, and FDOT. His engineering skillset includes roadway design and layout, large scale residential and multifamily projects, water and sewer utilities, and multi-phased projects.

REPRESENTATIVE PROJECT EXPERIENCE

Marjorie Harris Carr Cross Florida Greenway Landbridge Phase, Paved Recreational Trail, Marion County, FL.

Halff provided engineering design, geotechnical investigation, permitting, and post-design services 12-foot wide, multi-use paved trail approximately 6 miles long. The project design met all FDOT standards for multi-use trails with accommodations for all trail users (equestrians, hikers, bicyclists, horse-drawn carriages) incorporated into the design. Due to numerous natural-surface trails crossing the new paved trail, special consideration was given to user safety at all crossings with signage and striping. Coordination with the land manager, Florida State Parks, and incorporating ease of trail maintenance into the design was essential to producing a successful project outcome. .

Max Hooks Road, Lake County, FL.

Halff provided engineering design, surveying, permitting, utility coordination, project administration and post-design services for the construction of Max Hooks Road. Design is for approximately 3,000 LF of a 2-lane roadway. Nearly 1,100 LF of the roadway was designed with a 2-lane closed drainage system, and the remaining 1,900 LF is a 2-lane open drainage system. The closed roadway system design has storm water inlets and pipes that outfall into a retention area which Halff also designed, and the open roadway system has roadside swales that handle the storm water runoff.

CR 455 Extension/Hartle Road, Lake County, FL.

Halff provided engineering design, permitting, utility coordination and post-design services for the extension of Hartle Road. The design included 4,400 LF of 4-lane, divided urban roadway with 4-foot bike lanes, 12.5-foot multipurpose trail, and a 5-foot sidewalk within a 120-foot right of way. Plans were designed to meet all Lake County and FDOT design requirements for a 45 mph design speed facility.

**ROLE**

Stormwater/Roadway
Engineer

EXPERIENCE

6 Years

EDUCATION

BS, Environmental
Engineering, University of
Central Florida

REGISTRATION

PE, FL, 92125, Expires
February/28/2025

Cecily Barnes, PE

Cecily is experienced in trail design, flooding mitigation, culvert capacity analyses, pre and post stormwater analyses for project development and environmental (PD&E) studies, new and retrofit stormwater treatment facilities, low-impact development (LID) alternatives, pond siting reports, water management district (WMD) permits, American Rescue Plan Act (ARPA) funded neighborhood enhancements, and Local Agency Program (LAP) funded projects

REPRESENTATIVE PROJECT EXPERIENCE**Lake Ferns Industrial Park, City of Umatilla, FL.**

Provided project management and stormwater design for this site development project for the City of Umatilla. This project consisted of an old wastewater treatment plant rapid infiltration basin site that the City cleared for development into three permitted, ready to develop parcels to sell to private industrial companies. The scope included construction plans production, design of the access road and stormwater collection system, design of the stormwater treatment system, and stormwater permitting.

Phillips Industrial Park, Phillips Manufacturing Company, Umatilla, FL.

Provided project management and stormwater design services for this site development project for Phillips Manufacturing Company. This project consisted of an old wastewater treatment plant spray field site that was developed into an industrial parcel. The scope included managing the construction plans production, designing a portion of the access road, and conducting stormwater permitting.

Cross Seminole Trail Connector Phase II, Longwood, FL.

The purpose of this project was to make a connection between the Longwood SunRail station and the Cross Seminole Trail on General Hutchinson Parkway. Services included designing a multi-use trail, client coordination, plans production, managing the budget, and schedule, cost estimating, permitting, bid documents, and construction administration. This was a LAP funded project.

West Warren Ave PD&E Study, Longwood, FL.

This project was a PD&E study of West Warren Avenue from SR 434 to Milwee Street for the City of Longwood. The scope included analyzing the existing stormwater conditions for the corridor. Proposed improvements were determined and included a rain garden and bio swales. A proposed typical section of the corridor was developed with modeling of the proposed drainage improvements, and a cost estimate for the stormwater improvements was then developed.

**ROLE**

Utility Engineer

EXPERIENCE

28 Years

EDUCATIONBS, Environmental
Engineering, University of
Central Florida**REGISTRATION**PE, FL, 60190, Expires
February/28/2025**CERTIFICATIONS**Qualified Stormwater
Management Inspector
29647**Troy Mitchell, PE**

Troy is highly experienced in utility and site-related projects. His project portfolio includes the design of water treatment plants, wastewater treatment plants, water booster pump stations, sewage pump stations, collection, transmission, and distribution systems. He has extensive project management experience encompassing preliminary and final design, value engineering, cost estimating, specification writing, bidding, and construction management. He has extensive knowledge of permitting through various agencies including FDEP, SJRWMD and FDOT, FEMA, and the Army Corps of Engineers.

REPRESENTATIVE PROJECT EXPERIENCE**Water Treatment Plant Expansion No. 1, Umatilla, FL.**

The scope included construction of a new ground storage tank, electrical and controls improvements, modifications to the existing building, addition of a new flow-paced, post-chlorination system. Halff also provided permitting services, project bidding and construction oversight.

Capital Water Main Extension to the Villages, Pine Ridge Dairy Road, Fruitland Park, FL.

The scope included survey, design, permitting and construction management for the City of Fruitland Park's capital waterline extension project to serve The Villages. The route survey was approximately 9,950 LF and included information for rights of way, pavement, and above-grade improvements such as water services and other utilities essential for design.

Plantation Water Treatment Plant, Leesburg, FL.

Halff completed a Basis of Design study to determine plant expansion needs and conducted final engineering design and permitting. The new plant consists of an 800,000 gallon ground storage tank with aeration, two vertical turbine VFD-controlled high service pumps, two VFD-controlled vertical turbine jockey pumps, liquid chlorination facilities, standby power facilities, related electrical controls, and SCADA upgrades. All facilities are housed in a new high service pumping station building.

Water Main Upgrades, Umatilla, FL.

The scope included route survey, permitting (FDEP), and utility locations for 8.1 miles of distribution piping networked throughout the City. Halff reviewed the water master plan and existing water maps to identify lines needing replacement, updated the water distribution model, and identified new infrastructure to serve existing needs and upsizing needs for future demand. Halff provided project specifications, bidding assistance, construction management, all necessary final certifications, and grant administration services. Halff obtained \$4 million in funding via Legislative Appropriation for this project on the City's behalf.



ROLE
Utility Engineer

EXPERIENCE
6 Years

EDUCATION
MS, Civil Engineering,
Lamar University
BS, Civil Engineering,
Tribhuvan University

REGISTRATION
PE, FL, 92728, Expires
February/28/2025

Bijay Upreti, PE

Bijay is professional engineer specializing in utility design engineering and permitting for public and private clients. His engineering skillset includes water and wastewater treatment plant design and permitting, pump station design, collection, transmission, distribution, and reclaimed water system design and permitting, design-build utility construction, and construction engineering inspection. He also offers successful experience in quantity analysis, cost estimation, bid documents, and permitting.

REPRESENTATIVE PROJECT EXPERIENCE

Round Lake Road Lift Station Redesign, Mount Dora, FL.

Assisted with the design, permitting, bidding and construction administration for the construction of Lift Station No. 53, with gravity sewer and force main connections from existing stub-outs on Round Lake Road, and a conduit for a future fiber connection to the Eastern Service Area Water Treatment Plant. The final design included wet wells and piping sized for ultimate capacity, with pumps and controls sized to use an existing 8-inch force main to accommodate initial growth in the service area.

Duckpond Area Water Main Replacement, Gainesville, FL.

Provided design, survey, permitting, and construction bid document services for the replacement of water main piping within the Duckpond service area. Halff first developed a phasing plan to prioritize and identify pipe segments recommended for replacement with necessary changes in pipe sizes, conceptual cost estimates, and a schedule for replacement. The water main pipe sizes were increased from 2-inch piping to 5-inch and 8-inch PVC pipes. Halff also provided a record survey and underground utility locates of all existing above and below-grade improvements along the route. The water main design meets all FDEP and Gainesville Regional Utilities (GRU) design requirements.

Westside Drive Watermain Improvements, Leesburg, FL.

This project included engineering design, route survey, underground utility locates, permitting, bidding, and construction administration services for the replacement of 7,000 LF of existing 12-inch PVC pipe with new, 12-inch DR-18, C-900 PVC pipe. Permitting was with FDEP, FDOT and Lake County. The project was split in two construction packages that were simultaneously delivered to expedite procurement and construction.

SR 50 Water Main Replacement Phase II, Mascotte, FL.

Halff provided design services to relocate the 16-inch PVC water main into the FDOT right of way due to easements and right of way requirements. Halff provided permitting services with FDOT for the right of way utilization permit, prepared construction bid documents, and provided construction administration services.



ROLE
Utility Engineer

EXPERIENCE
46 Years

EDUCATION
BS, Civil Engineering,
Georgia Institute of
Technology

REGISTRATION
PE, FL, 87221, Expires
February/28/2025

William Dorman, PE

Bill has extensive experience in planning, design, construction and operation of water and wastewater systems for both the public and private sectors. His experience includes working with public works, county sanitary engineering departments, and engineering consultants as a resident engineer, project engineer, operation consultant, and project manager.

REPRESENTATIVE PROJECT EXPERIENCE

Gibson Place Utility, Wastewater Treatment Plant No. 1, The Villages, FL.

Created the O&M manual for the 2.0 mgd wastewater treatment plant to serve The Villages. The project is being initially constructed as a 2.0 mgd facility with capabilities for expansion to 4.0 mgd to accommodate anticipated future growth in the service area. This is a fast-tracked project due to the rapid pace of development in the service area. The facility consists of fine screening, flow equalization, a modified Ludzack-Ettinger process consisting of anoxic zones in front of oxidation ditches, secondary clarification, disk filtration, chlorine gas disinfection, aerobic sludge holding, belt filter press dewatering, rapid infiltration basins, and reclaimed water ground storage tanks and high service pumping.

Sunburst Lane Water Treatment Plant Improvements, Clermont, FL.

The scope included construction of two new well houses, installation of new well pumps for the lower Floridan wells, construction of a new 2.0 MGD ground storage tank, pH adjustment system, and yard piping modifications. Halff provided project administration services, surveying, environmental and geotechnical investigations, final design, permitting, bidding assistance, and construction administration services.

Water and Wastewater Master Plan, Umatilla, FL.

The scope included preparing both the water and wastewater master plans for the City as well as a systemwide hydraulic model of the City's water system. The master plans projected population growth, water demands, wastewater flows and loading with specific recommendations for required expansion to the City's water and wastewater infrastructure for 20 years. Halff also prepared the Water and Wastewater Impact Fee Studies to determine appropriate impact fees to promote the construction of the required capital facilities throughout the City.

**ROLE**

Senior Surveyor

EXPERIENCE

35 Years

EDUCATIONBachelor of Science,
Botany**REGISTRATION**Professional Surveyor and
Mapper
Florida No. 6023

John McGlohorn, PSM

John has significant experience in a wide variety of surveys including boundary, right of way, topographic, and sectional. He has extensive knowledge of surveying processes, writing of legal documents, field data collection, subdivision layout and control, QA/QC processes, and project management. His survey deliverables skillset includes sectional surveys, boundary and topographic, as-builts, subdivision layout and control, highway, and right of way surveys.

REPRESENTATIVE PROJECT EXPERIENCE**Central Avenue Lift Station and Force Main Project, Umatilla, FL.**

Halff provided SUE, route survey, boundary and topographic surveys of the project route that was approximately 6,500 LF. The survey services were in support of Halff engineering for the triplex lift station and force main design.

City of Clermont Downtown Streetscape Phases I, II, III, Clermont, FL.

Halff provided the design survey in support of Halff engineering to establish all of the public right of ways associated with all streets included in the scope. All surface improvements, utilities, storm drainage, and sanitary system information affecting the routes were detailed on the survey and included spot elevations to determine 1 foot contour intervals. Additional spot elevations were taken at all doorways and curbs in order to verify compliance with ADA.

County Road 455 Design, Lake County FL.

Halff prepared a record survey, boundary survey, established the right of way, mapped existing conditions, and reviewed all title work to assist Halff engineers who designed the new construction of CR 455. The roadway consists of a four-lane road, with a 12-foot multi-use path, bike lanes, full and directional median openings and dedicated left and right turn lanes with a 5 foot sidewalk running adjacent to the new roadway.

W.T. Bland Public Library Parking, Mount Dora, FL.

Halff provided surveying and engineering planning services to increase and maximize parking for the library. Halff utilized the original survey of the existing site from Halff's prior engineering and surveying services for the library's initial parking lot expansion and stormwater retention system. The new survey provided recent improvements to the site for engineering design. Halff also provided a tree survey and a topographic survey.



Scott Harp

Scott is a Senior Designer with 25 years of experience in the design of various civil engineering projects including stormwater management systems, utility systems, parks, and roadways for FDOT, local counties, and cities. His project management experience involves coordination with local agencies for permitting, coordinating with subconsultants and contractors from preliminary to final design, and on to final construction. He verifies that all local and state codes comply to deliver a product that meets the needs of the clients.

ROLE

Stormwater/Roadway
Senior Designer

EXPERIENCE

25 Years

EDUCATION

BS, Business
Administration,
Freed-Hardeman University

REGISTRATION

Qualified Stormwater
Management Inspector,
7966

REPRESENTATIVE PROJECT EXPERIENCE

CDBG Stormwater Project, Clermont, FL.

Halff, under our continuing stormwater engineering services agreement with the City of Clermont, provided civil engineering and surveying services for a variety of stormwater improvements for five roadways that connected perpendicularly to a very steep graded road with no inlets and broken, or missing, curbing. This created washouts and minor street flooding. Design was based on approved CDBG drainage plans and included 3,400 LF of road and stormwater drainage design improvements, new ADA compliant sidewalks, and a redesigned road section that tied into a storm collection system that takes water to a permitted pond at the bottom of the hill. The project included the removal of 2,000 LF of 2-inch watermain and replacing it with 6-inch watermain.

12th Street Stormwater Improvements Project, Clermont, FL.

Responsible for identifying direct discharges of stormwater within a 273 acre basin with the City of Clermont City limits as part of the City's MS4 permit. Identified 16 drainage basins with a direct point source discharge to Lake Minnehaha. Scope of services included route survey, location and survey of underground utilities, design of new inlets and storm piping, dry retention pond and outfall structure, roadway reconstruction, relocation of water and sewer utilities, and utility coordination with phone, power, and cable.

Bowman Street, Clermont, FL.

This was a 0.30 mile roadway project that included a new stormwater management system, new stormwater treatment, removal and replacement of existing water and sewer lines, and removal and replacement of the roadway and curbing.

Sunset Avenue Widening Project, Mascotte, FL.

Sunset Avenue was a 2.0 mile, 2-lane roadway widening, repair and resurfacing project that included stormwater treatment improvements, utility coordination and adjustment, stormwater and drainage improvements, and the addition of sidewalks and pedestrian crossings.

**ROLE**

Utilities Senior Designer

EXPERIENCE

35 Years

EDUCATIONHigh School Diploma,
Edgewater High School

Christopher Williams

Christopher has more than 35 years of experience in the design of water and wastewater treatment facilities, pump stations, collection, transmission, distribution, and reuse systems. He is also highly experienced in the design and layout of commercial sites including geometry, grading and drainage. Christopher's design experience encompasses preliminary design through final design, and he routinely coordinates with other related disciplines, including structural and architectural engineering, to provide a complete package of project services for governmental clients.

REPRESENTATIVE PROJECT EXPERIENCE

Gibson Place Utility Water Treatment Plant No. 1, The Villages, FL.

This project involved a new 5 mgd, MDD water treatment plant constructed to serve The Villages. The water treatment plant consists of two Lower Floridan wells, packed tower aeration with sulfuric acid for pH adjustment, odor control, transfer pumping, sodium hypochlorite disinfection, a prestressed ground storage tank, and high service pumping facilities. Project also includes standby power, pump building, electrical, SCADA, and controls. Halff provided design, permitting, and construction administration services. To expedite this fast-tracked project, Halff conducted pre-application meetings with FDEP to give them advance notice about the project.

South Sumter Utility Company Lift Station #11, The Villages, FL.

This project involved design, permitting, and construction management services for a capital lift station. This lift station serves a large portion of the SSU service area at The Villages. This station is a triplex lift station and contains 150 HP submersible pumps that pump 3,500 gpm through a series of 16-inch to 36-inch force mains. The force mains total seven miles in length to the City of Leesburg's Turnpike WWTP.

Gibson Place Utilities Wastewater Treatment Plant, The Villages, FL.

This project involves design, permitting and construction administration services for a new 2.0 mgd wastewater treatment plant to serve The Villages. The project is being initially constructed as a 2.0 mgd facility with capabilities for expansion to 4.0 mgd to accommodate anticipated future growth in the service area. This is a fast-tracked project due to the rapid pace of development in the service area. The facility consists of fine screening, flow equalization, a modified Ludzack-Ettinger process consisting of anoxic zones in front of oxidation ditches, secondary clarification, disk filtration, chlorine gas disinfection, aerobic sludge holding, belt filter press dewatering, rapid infiltration basins, and reclaimed water ground storage tanks and high service pumping.

**ROLE**

Senior Survey CAD
Technician

EXPERIENCE

27 Years

EDUCATION

Architectural Engineering,
ITT Technical Institute

Travis Skinner

Travis has 27 years of draftsman experience in the preparation of surveys. His experience includes AutoCAD Civil 3D Design and Drafting, preparation of legal descriptions, submerged land leases, research legal documents, geotechnical coordination, construction layout, subdivision layout and control, as well as project coordination between field, office, and client. His survey deliverables skillset includes as-builts, topographic, ALTA/ACSM Boundary, hydrographic, specific purpose, highway design, and right of way.

REPRESENTATIVE PROJECT EXPERIENCE

City of Clermont Downtown Streetscape Phases I, II, III, Clermont, FL.

Halff provided the design survey in support of Halff engineering to establish all of the public right of ways associated with all streets included in the scope. All surface improvements, utilities, storm drainage, and sanitary system information affecting the routes were detailed on the survey and included spot elevations to determine 1 foot contour intervals. Additional spot elevations were taken at all doorways and curbs in order to verify compliance with the ADA.

Villa City Water Plant, Groveland, FL.

Halff prepared a boundary survey and created a new description for the 5-acre site, a topographic survey to show all site improvements including surface evidence of utilities, and storm drainage and sanitary system information affecting the parcel. Drainage and sanitary pipe size, type, and elevation data was depicted. The survey included spot elevations to determine 1-foot contour intervals, and topographic coverage extended 25 feet beyond the boundary lines adjacent to neighboring parcels, and extended to the east edge of pavement of Villa City Road. A record survey was also prepared for the design and extension of the water line from the new plant.

SR 19 Water Line Extension, Umatilla, FL.

Halff provided a route survey and SUE services for this water line extension project. The survey included spot elevations to determine 1-foot contour intervals and the established the public right of way along SR 19. All surface improvements were located including evidence of utilities flagged or marked by others, above ground utilities, driveways, sidewalks, mailboxes, fences and trees.

**ROLE**

Environmental

EXPERIENCE

28 Years

EDUCATIONBS, Biology,
University of South Florida

Drew Sanders

Drew has more than 28 years of experience in environmental design and permitting and project management on wide range of public and private projects encompassing land development, park and public trail planning, habitat restoration and enhancement, habitat management, and wetland mitigation design. His areas of specialization include ecological assessments and habitat mapping of terrestrial and aquatic systems, wetland delineations and hydroperiod assessment, plant and wildlife surveys, listed species surveys, habitat restoration and management plans, photo interpretation, community outreach, and environmental permitting.

REPRESENTATIVE PROJECT EXPERIENCE

Boulevard of the Arts Shoreline Restoration, Sarasota County, FL.

Provided project management for the restoration of an eroded shoreline in a public park along Sarasota Bay using the Living Shoreline concept. Assisted with wetland delineations, habitat mapping, seagrass and mangrove surveys, and wildlife surveys in support of the project. The restoration effort included the removal of a failing seawall, installation of riprap, regrading and contouring the shoreline, and the revegetation of the shoreline with native estuarine species. Also assisted with the construction monitoring to document the condition of the seagrass habitat and its response to the restoration effort.

Butler Mill Creek Realignment, Putnam County, FL.

Assisted with the development of a vegetation restoration plan and environmental permitting to support the realignment of Butler Mill Creek from its man-altered path through Lake Jackson Mounds State Park to its approximate historic channel location. The creek realignment was needed to address erosion within the park and to maintain the integrity of several sensitive cultural resources in the park.

Ravine Gardens, Leon County, FL.

Provided environmental permitting support for the repair of a major slope failure in Ravine Gardens State Park which resulted from excessive stormwater runoff generated during Hurricane Irma. As a part of this project, a spring restoration plan was developed to restore a spring vent, and associated wetland habitat, which had been buried by sediment from the eroded slope.

**ROLE**

Grant Assistance

EXPERIENCE

32 Years

EDUCATIONBA, Political Science,
Stetson University**REGISTRATION**Grant Professional
Certified, Grant
Professional Certification
Institute**Lisa King**

Lisa has more than 32 years of experience in providing grant writing and grant administration consulting services to local governments in Florida. She is specialized in projects related to the life cycle of water, transportation, and resilience including emergency management and mitigation. Lisa has successfully obtained more than \$300 million in grants for Florida local governments.

REPRESENTATIVE PROJECT EXPERIENCE**Pasco County Grant Consulting Services, Pasco County, FL.**

Comprehensive grant writing services since 2019. Funding Resource Strategy development. Highlights of successful projects include: Multiple applications for HMGP stormwater and drainage projects. CDBG-MIT and BRIC applications for critical facility hardening. Technical assistance on HLMP. Technical assistance on American Rescue Plan and Infrastructure Investment and Jobs Act funding.

City of Panama City Grant Consulting Services, Panama City, FL.

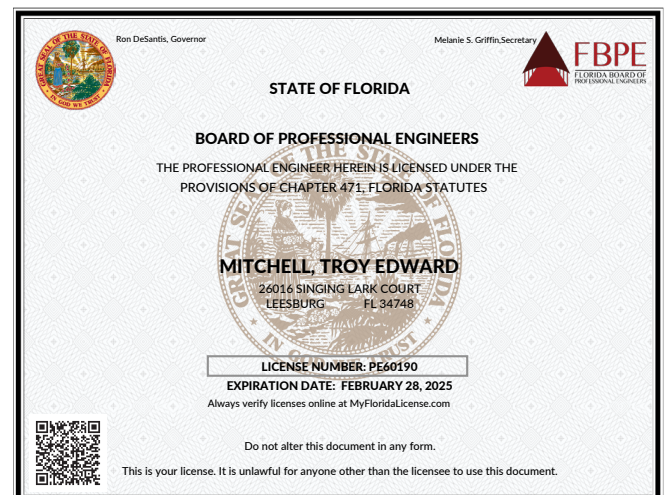
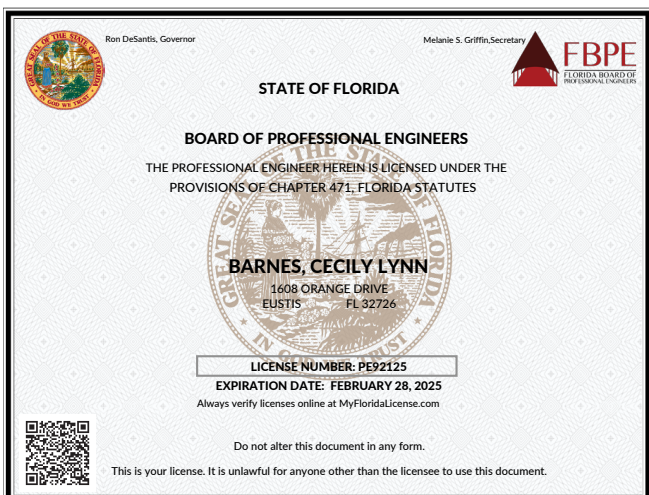
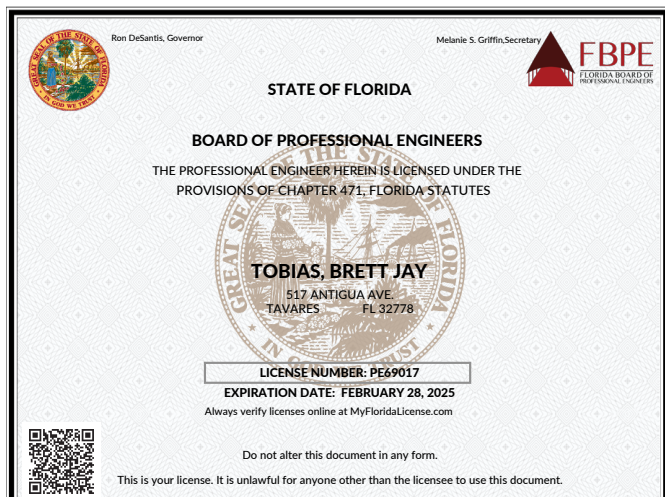
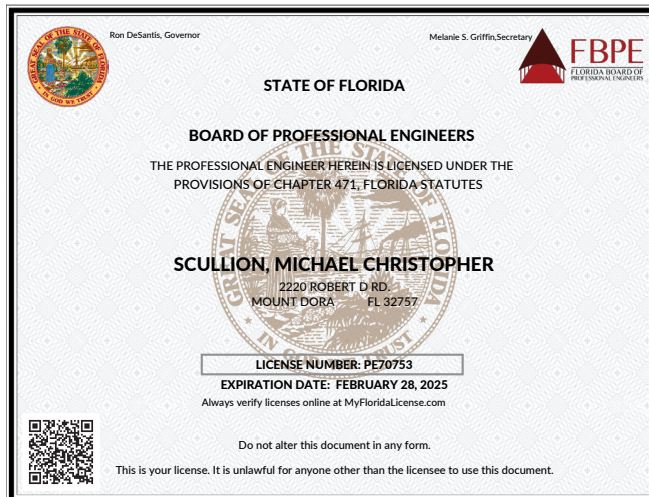
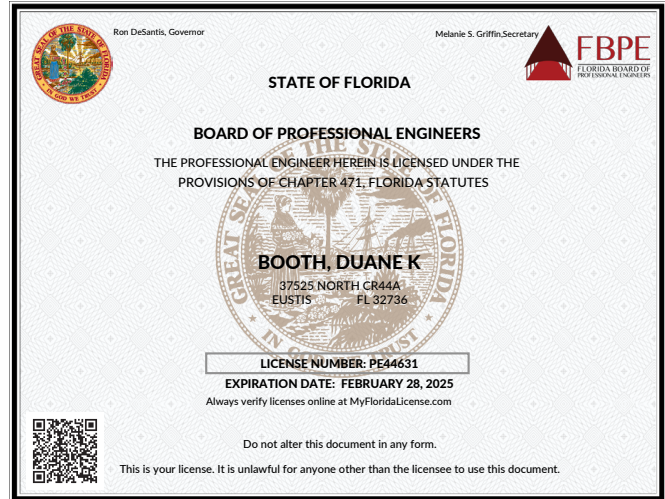
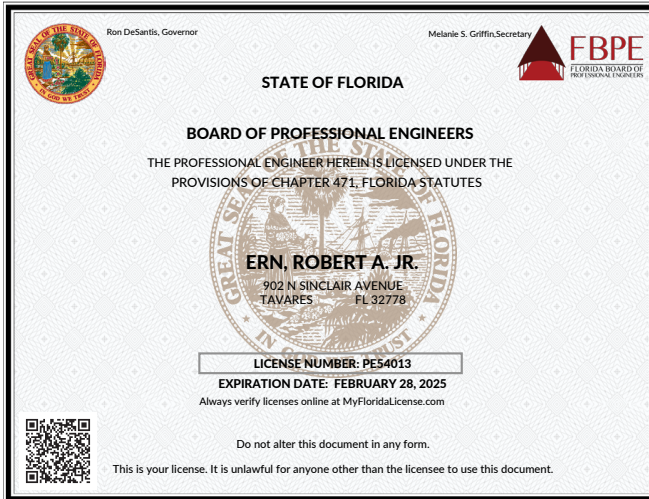
Comprehensive grant writing services since 1992. Funding Resource Strategy development. Highlights of successful projects include: Resilient Florida Vulnerability Assessment, Environmental land acquisition of three parks (Oaks by the Bay, Venetia Sunset and Sweetbay Wetlands Preserve) Multiple park development projects through FRDAP, CPI and LWCF programs. Restoration of historic properties such as the McKenzie House and Panama City Publishing Company, Multiple planning efforts funded through CPI and DEO's CPTA. Technical assistance on BRIC, CDBG-DR and CDBG-MIT. Technical assistance on American Rescue Plan and Infrastructure Investment and Jobs Act funding.

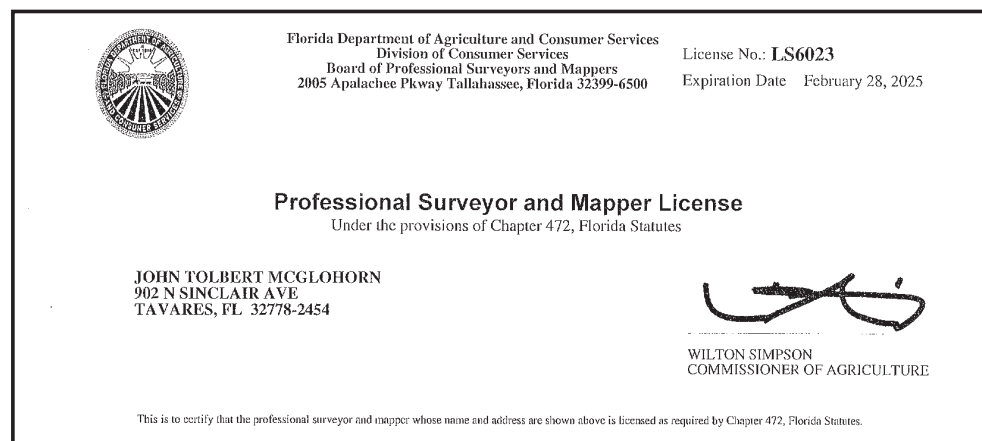
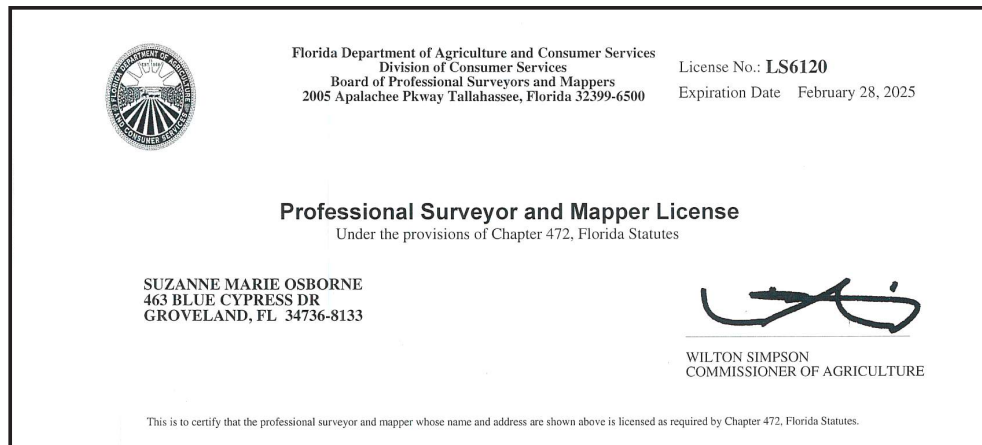
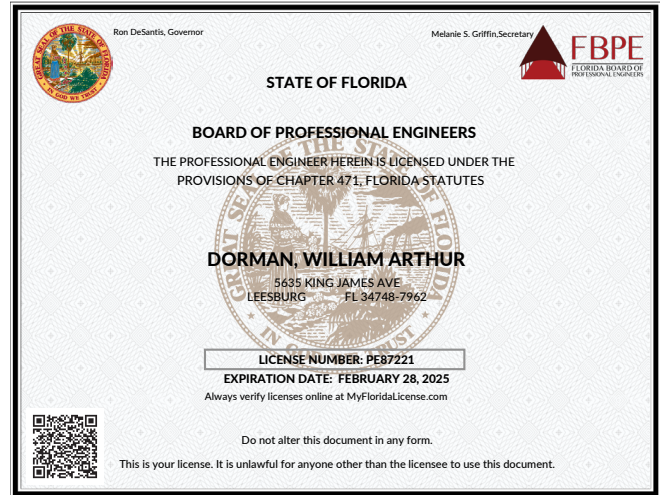
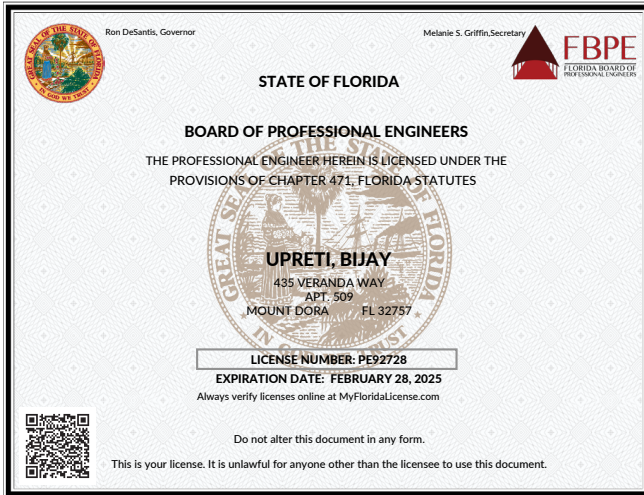
Seminole County Grant Consulting Services, Seminole County, FL.

Comprehensive grant writing services since 2014. Funding Resource Strategy development. Highlights of successful projects include: Multiple HMGP projects associated with Hurricanes Matthew and Irma for drainage and stormwater projects. Applications for CDBG-MIT and BRIC. Pending applications for Resilient Florida Planning and Implementation and HMGP-COVID. Technical assistance on American Rescue Plan and Infrastructure Investment and Jobs Act funding.

Florida Gulf Consortium Grant Consulting Services, 2017-

2019. Comprehensive grant administration, writing and funding resource leveraging consulting for 23 county special governmental entity formed to administer RESTORE Act Pot 3 funding.





Tab D: Outside Key Consultants

FORM 2

OUTSIDE KEY CONSULTANTS

If respondent is not a joint venture, list outside key consultants/associates that shall be used for the proposed project. (Form may be reproduced if additional space is necessary.) Include resume of all individuals assigned to this project including projects they have worked on and contact names for each.

Company Name:

Address of office proposed:

Role (i.e. Geotechnical, Environmental, Surveying...)	Projected % of Over-All Work	Name of Individual Assigned	Firm Worked with prime before (Yes or No)
Geotechnical	5%	Raymond Jones, PE	Yes

Attach resume and projects.

Company Name:

Address of office proposed:

Role (i.e. Geotechnical, Environmental, Surveying...)	Projected % of Over-All Work	Name of Individual Assigned	Firm Worked with prime before (Yes or No)
Electrical	20%	Dameion Donaldson, PE	Yes

Attach resume and projects.

Company Name:

Address of office proposed:

Role (i.e. Geotechnical, Environmental, Surveying...)	Projected % of Over-All Work	Name of Individual Assigned	Firm Worked with prime before (Yes or No)
SRF Funding Assistance	5%	Bryan Mantz, CMC, CGFM	Yes

Attach resume and projects.

Are there any contractual agreements between the respondent (prime consultant) and any of the proposed sub-consultants? ____ yes X no

If the answer is yes, the respondent shall attach, with their submittal, information describing the contractual relationship including a copy of any written contractual agreement.

**ROLE**

Geotechnical

EXPERIENCE

27 Years

EDUCATION

BS, Civil Engineering,
Florida State University,
1996

REGISTRATION

PE, FL, 58079, Expires
February/28/2025



**Andreyev
Engineering, Inc.**

Ray Jones, PE

Ray is the Vice President of Andreyev Engineering, Inc. and is heavily experienced in overall office, project, and staff management, client development, client relations, and all aspects of project engineering. Ray has successfully managed hundreds of geotechnical and hydrogeologic studies throughout the state of Florida in the areas of geotechnical engineering, groundwater analysis, water supply planning and design, consumptive use permitting, materials testing, sinkhole investigations, and geotechnical engineering.

REPRESENTATIVE PROJECT EXPERIENCE**South Lake Trail Phase 3, Clermont, FL.**

Geotechnical Investigations for planning, design and permitting of the 7-mile, Phase 3 section of the trail including bridge design studies for modification of the CR 561 Minneola Bridge and a long pedestrian trail bridge through a wetland area of the proposed trail alignment.

The Cities of Sanford and Lake Mary, FL.

Provided hydrogeologic groundwater modeling services in support of the preparation of CUP applications by these two cities. Constructed four hydrogeologic cross sections for groundwater model calibration, collected all available groundwater monitoring well data, and modeled specific impacts to surficial, Lower and Upper Floridan aquifer groundwater associated with well pumping scenarios for both cities.

City of Zephyrhills, FL.

Conducted geotechnical investigations and groundwater modeling to determine disposal capacity of new rapid infiltration basins for permitting plant upgrades.

Cities of Deland and Edgewater, FL.

Hydrogeologic and geologic services provided included regional groundwater modeling services in support of CUP application preparation.

Sleepy Hollow Recreation Complex, Leesburg, FL.

Provided hydrogeologic and geologic services for three city irrigation wells that included CUP permit application preparation, associated well construction specification preparation, well construction oversight, geophysical well logging and specific capacity testing, and well abandonment services.

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LICENSEE DETAILS

11:20:15 AM 3/10/2023

Licensee Information

Name:	ANDREYEV ENGINEERING, INC. (Primary Name)
Main Address:	4055 ST. JOHNS PARKWAY SANFORD Florida 32771
County:	SEMINOLE

License Information

License Type:	Engineering Business Registry
Rank:	Registry
License Number:	7634
Status:	Current
Licensure Date:	02/10/1997
Expires:	



Ron DeSantis, Governor

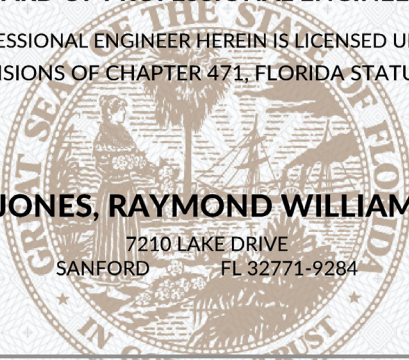
Melanie S. Griffin, Secretary



STATE OF FLORIDA

BOARD OF PROFESSIONAL ENGINEERS

THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE
PROVISIONS OF CHAPTER 471, FLORIDA STATUTES



JONES, RAYMOND WILLIAM
7210 LAKE DRIVE
SANFORD FL 32771-9284

LICENSE NUMBER: PE58079

EXPIRATION DATE: FEBRUARY 28, 2025

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**ROLE**

Electrical Engineering

EXPERIENCE

18 Years

EDUCATION

BS, Electrical Engineering,
Florida International
University, 2033

REGISTRATION

PE, FL, 70851, Expires
February/28/2025



Dameion Donaldson, PE

Dameion is the chief electrical engineer for Electrical Design Associates, Inc. and has 18 years of experience in various projects within the private and public sectors. He is experienced in designing electrical power distribution for municipal systems, water and wastewater treatment facilities, above and below ground distribution systems, lighting systems for roadway and industrial facilities. His electrical designing responsibilities encompass all aspects of drawing production as well as system design.

REPRESENTATIVE PROJECT EXPERIENCE

Westport Wastewater Treatment Plant Expansion, Port St. Lucie, FL.

Provided electrical and instrumentation design associated with the expansion of the City's Westport WWTP from 6 MGD to 12 MGD in capacity. Design includes replacement and upgrade of the site wide PLC system.

Sunbridge Water Treatment Plant, TOHO/Tavistock, FL.

Provided electrical and instrumentation design, developed piping and instrumentation diagrams (P&IDs) for the water treatment facility, and specification assembly and review for the plant.

Water Reclamation Facility Influent Pumping and Headworks Improvements, Largo, FL.

The scope included electrical design associated with the replacement of two existing raw sewage dry pit pump stations with a new, submersible pump station, with course screen protection and odor control, sized to handle up to 43 mgd using six submersible pumps driven by VFDs. Responsible for electrical design associated with the replacement of the three existing headworks structures with a single new structure to include two center flow band screens, manual bar screen bypass of the band screens, Eutek Headcel grit removal, grit slurry pumping, cyclone classification grit separation, odor control, enclosed dumpster room, sample room, flow split to the three existing process trains, and flow diversion to the flow equalization tank.

South Water Reclamation Facility Phase V Improvements, Orange County, FL.

Provided electrical engineering services. Improvements included construction of new facilities combined with major and minor modifications to existing facilities including influent pumping, screening, grit removal, the existing North Plant biological nutrient removal (BNR) basin, north plant rectangular clarifier conversion to step-feed BNR basin, electrical and control improvements, administration building, odor control, general site improvements, and electrical design associated with 13 kV switchgear modifications to accommodate the new standby generator.

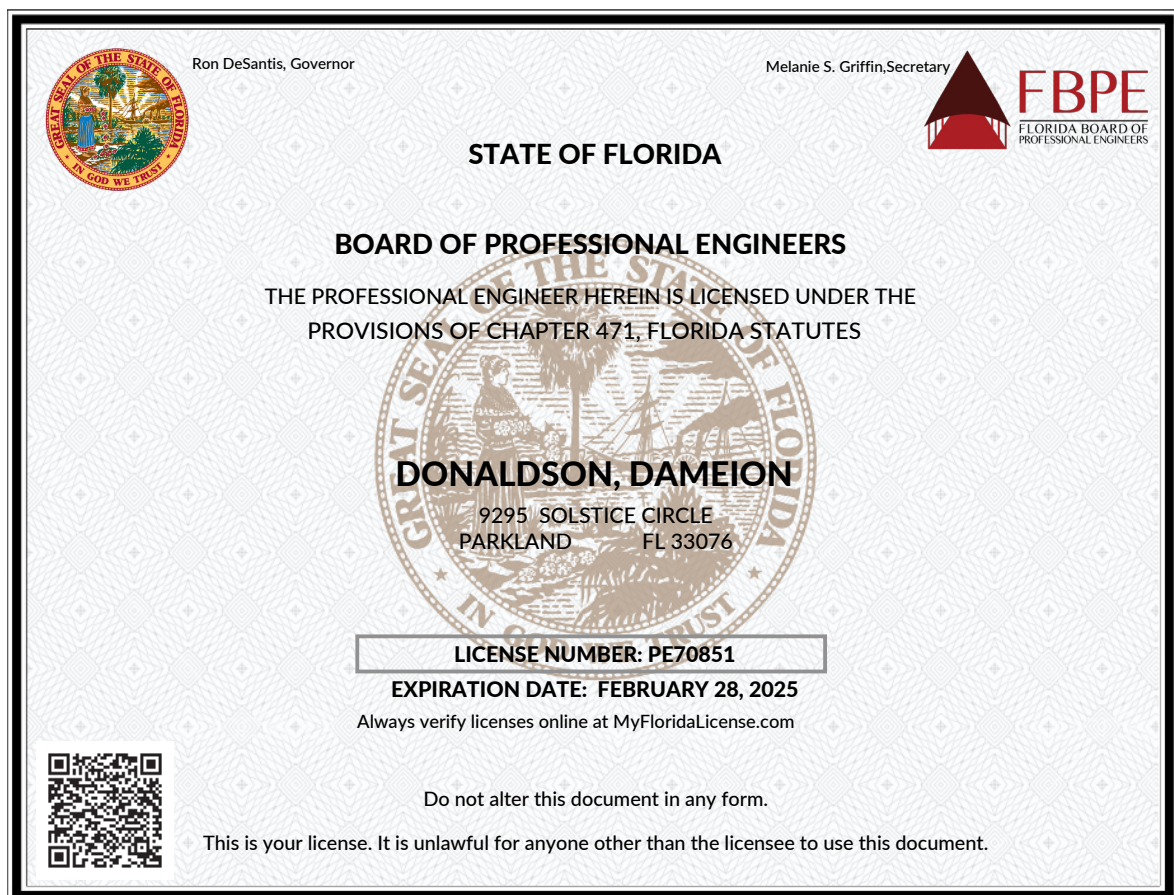
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Licensee

Name:	DONALDSON, DAMEION	License Number:	70851
Rank:	Professional Engineer	License Expiration Date:	02/28/2025
Primary Status:	Current	Original License Date:	01/09/2010
Secondary Status:	Active		

Related License Information

License Number	Status Related Party	Relationship Type	Relation Effective Date	Rank	Expiration Date
8079	Current ELECTRICAL DESIGN ASSOCIATES, INC. Registry			Registry	



**ROLE**

SRF Funding Assistance

EXPERIENCE

26 Years

EDUCATION

MBA, Finance, Rollins College, 1999

BS, Economics, University of Pennsylvania, Wharton School of Business, 1996

BAS, Management and Technology, University of Pennsylvania, School of Engineering and Applied Science, 1996

CERTIFICATIONS

CMC – Certified Management Consultant, No. 12237146

CGFM – Certified Government Financial Manager, No. 15636

Series 50-Qualified Municipal Advisor Representative

**Bryan Mantz, CMC, CGFM**

Bryan serves as the President of GovRates, Inc. As a Series 50-qualified Municipal Advisor Representative, he can legally provide advice and recommendations on the structure, timing, and terms of various financing options available to local governments. Bryan has 26 years of financial and accounting experience; most of which have been spent as a rate and financial consultant to local governments. As a certified management consultant (CMC), he has a long history of delivering results and excellent performance based on client testimonials, references, and repeat business. He is also a certified government financial manager (CGFM). Bryan has successfully completed thousands of rate and financial projects for more than 100 utilities and local government entities.

REPRESENTATIVE PROJECT EXPERIENCE**SRF Loan Funding of Urick Street Force Main Extension, Fruitland Park, FL.**

The City of Fruitland Park has a population of approximately 8,300 people, and Fruitland Park's utility provides service to approximately 2,000 retail water accounts and 450 retail wastewater accounts. Working with Halff professionals, Bryan assisted Fruitland Park in successfully securing funding through the Clean Water State Revolving Fund (SRF) loan program for the Urick Street Force Main Extension.

SRF Loan Funding of Water and Wastewater Line Projects, Mount Dora, FL.

The City of Mount Dora has a population of approximately 16,300 people, and Mount Dora's utility provides service to approximately 9,600 retail water accounts, and 6,300 retail wastewater accounts. Working with Halff professionals, Bryan assisted Mount Dora in successfully securing funding through the Drinking Water and Clean Water SRF loan programs for State Road 46, Round Lake Road South, Britt Road, State Road 44, and US 441 water and wastewater line projects.

SRF Loan Funding of Wastewater Treatment Plant Expansion, North Port, FL.

The City of North Port has a population of about 75,000 people, and North Port's utility provides service to approximately 19,000 retail water accounts and 14,000 retail wastewater accounts. Bryan assisted North Port in successfully securing approximately \$22.5 million through the Clean Water SRF loan program for upgrades to North Port's wastewater treatment plant.



Certified Management Consultant® (CMC®)

Presented to

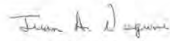
Bryan A. Mantz

has met the requirements of the International Council of Management Consulting Institutes (ICMCI) CMC® Certification Scheme in the Field of Management Consulting and IMC USA's CMC Competency Framework-Certification Scheme as of June 30, 2019.

Certificate Number: 12237146

Initial Award: March 16, 2012

Expires: June 30, 2024


Juan A. Negroni
Chair, IMC USA


Carl Potter
Chair, Certification Committee IMC USA

This Certificate is the property of IMC USA. CMC® is a registered certification mark for IMC USA in the U.S. Patent and Trademark Office.
2598 East Sunrise Boulevard, Suite 2104, Fort Lauderdale, FL 33304 www.imcusa.org

Association of Government Accountants



The Professional Certification Board

Having determined that

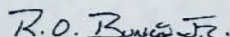
Bryan A. Mantz

Has successfully met the Board's certification requirements as an expert government financial manager, hereby grants the designation of

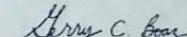
Certified Government Financial Manager

Witness the seal of said Board and the official signatures of the President of the Association and the Chair of the Board at Alexandria, Virginia, this fifth day of November, two thousand eleven.

Certificate No. 15636


R.O. Bunch Jr.
National President




Kerry C. Boaz
Chair, Professional Certification Board



Tab E: Location

FORM 3

LOCATION

1. Specify address of Prime Consultant's designated office where the majority of work will be performed: 902 North Sinclair Avenue, Tavares, Florida 32778

2. Indicate percentage of total overall project fees projected to be performed by the Prime Consultant's office specified above.

90% %

This is not including the subconsultant's portion. Please refer to Form 2 for projected subconsultant percentages that will vary depending on the task assignment.

3. Specify address of Prime Consultant's other office(s) where any part of the work will be performed (if applicable):

1000 North Ashley Drive, Suite 900, Tampa, Florida 33602

4. Indicate percentage of total overall fees projected to be performed by the office specified above.

10% %

Tab F: Illustrative Work

FORM 4

ILLUSTRATIVE WORK

Work by firm that best illustrates current qualifications relevant to the RFQ that have been/is being accomplished by personnel that shall be assigned to the City. List no more than ten (10) projects.

<u>Project Name & Location</u> City of Mount Dora State Revolving Funding (SRF) Assistance Mount Dora, Florida <u>Project Manager:</u> Michael Scullion, PE, BCEE, DBIA		<u>Client's Name & Address</u> City of Mount Dora 900 N. Donnelly Street Mount Dora, Florida 32757
Completion Date (Actual or Estimated): November 2018		
<u>Consultant Fees (In Thousands)</u> Entire Project: \$ 194		<u>Client Contact Name, Title, Email Address and Telephone Number:</u> Ethan Hand, City Engineer hande@cityofmountdora.com 352.735.7151. x1816
<u>Work for which firm was/is responsible:</u> \$ 194		
<u>Scope of Entire Project</u> (Please give quantitative indications wherever possible) Halff assisted the City with obtaining \$12.3 million in funding for the following projects: State Route 46 Utilities: this project was an extension of potable water main, reclaimed water main, and two wastewater force mains along State Route 46. SRF funding received: \$4.2 million. Apopka Reclaimed Water Interconnect: the project was for the construction of a reclaimed water interconnect between the Cities of Mount Dora and Apopka and included 16,000 LF of 16-inch and 24-inch reclaimed water main and a booster pump station. SRF funding received: \$2.2 million. US 441 Utility Relocation: this project was for the relocation of more than 18,000 LF of 16-inch water main, reclaimed water main, and wastewater force main along US Route 441 in advance of an FDOT road widening project. SRF funding received: \$5.9 million.		
<u>Nature of Firm's Responsibility in Project</u> (Please give quantitative indications wherever possible) Halff prepared the Clean Water and Drinking Water Requests for Inclusion and Loan Application, SRF Planning Documents, and other required forms for all three projects. After construction contracts were awarded, Halff assisted the City with providing American Iron and Steel compliance information to FDEP, and prepared Fiscal Sustainability Plans for the new construction.		
<u>Firm's Personnel (Name/Project Assignment) That Worked on the Stated Project that Shall Be Assigned to the City's Project</u> Robert A. Ern, Jr., PE, DBIA Michael C. Scullion, PE, BCEE, DBIA Bryan A. Mantz, CMC, CGFM		

FORM 4

ILLUSTRATIVE WORK

Work by firm that best illustrates current qualifications relevant to the RFQ that have been/is being accomplished by personnel that shall be assigned to the City. List no more than ten (10) projects.

<u>Project Name & Location</u> Gibson Place Water Treatment Plant No. 1 The Villages, Florida <u>Project Manager:</u> Michael Scullion, PE, BCEE, DBIA		<u>Client's Name & Address</u> Gibson Place Utility Company 3619 Kiessel Road The Villages, Florida 32163
Completion Date (Actual or Estimated): 2022		<u>Client Contact Name, Title, Email Address and Telephone Number:</u> Trey Arnett, President trey.arnett@vikuswater.com 352.753.4747
<u>Consultant Fees (In Thousands)</u> Entire Project: \$ 7,002	Work for which firm was/is responsible: \$ 441	
<u>Scope of Entire Project</u> (Please give quantitative indications wherever possible) This new water treatment plant was a design-build project that was fast-tracked due to the rapid growth of the area. Halff provided water plant design, permitting, and construction administration services. The design incorporates two Lower Floridan well pumps, a high service pumping station, gas chlorination, ground storage tank, pH adjustment system, natural draft aeration system, site plan with all yard piping, and a stormwater management system. The project was permitted with FDEP, SWFWMD for the stormwater management system, and the City of Wildwood for the site plan.		
<u>Nature of Firm's Responsibility in Project</u> (Please give quantitative indications wherever possible) Halff prepared the water plant design, and provided construction administration and permitting. To expedite the permitting process, Halff conducted pre-application meetings with FDEP to give them advance notice about the project.		
<u>Firm's Personnel (Name/Project Assignment) That Worked on the Stated Project that Shall Be Assigned to the City's Project</u> Robert A. Ern, Jr., PE, DBIA Michael C. Scullion, PE, BCEE, DBIA Brett Tobias, PE Christopher Williams		



FORM 4

ILLUSTRATIVE WORK

Work by firm that best illustrates current qualifications relevant to the RFQ that have been/is being accomplished by personnel that shall be assigned to the City. List no more than ten (10) projects.

<u>Project Name & Location</u> Gibson Place Wastewater Treatment Plant Phase 1 The Villages, Florida <u>Project Manager:</u> Michael Scullion, PE, BCEE, DBIA		<u>Client's Name & Address</u> Gibson Place Utility Company 3619 Kiessel Road The Villages, Florida 32163						
Completion Date (Actual or Estimated): 2022		<u>Client Contact Name, Title, Email Address and Telephone Number:</u> Trey Arnett, President trey.arnett@vikuswater.com 352.753.4747						
<u>Consultant Fees (In Thousands)</u> <table border="1"> <tr> <td>Entire Project:</td> <td>Work for which firm was/is responsible:</td> </tr> <tr> <td>\$ 41,600</td> <td>\$ 2,300</td> </tr> </table>			Entire Project:	Work for which firm was/is responsible:	\$ 41,600	\$ 2,300		
Entire Project:	Work for which firm was/is responsible:							
\$ 41,600	\$ 2,300							
<u>Scope of Entire Project</u> (Please give quantitative indications wherever possible) This project involves design, permitting and construction administration services for a new 2.0 mgd wastewater treatment plant to serve The Villages. The project is being initially constructed as a 2.0 mgd facility with capabilities for expansion to 4.0 mgd to accommodate anticipated future growth in the service area. This is a fast-tracked project due to the rapid pace of development in the service area. The facility consists of fine screening, flow equalization, a modified Ludzack-Ettinger process consisting of anoxic zones in front of oxidation ditches, secondary clarification, disk filtration, chlorine gas disinfection, aerobic sludge holding, belt filter press dewatering, rapid infiltration basins, reclaimed water ground storage tanks, and high service pumping.								
<u>Nature of Firm's Responsibility in Project</u> (Please give quantitative indications wherever possible) Halff is providing design, permitting, and construction administration services. To meet tight schedule demands, Halff incorporated key project management strategies including: project execution via design-build method, rigorous project oversight, teaming with proven subconsultants with a demonstrated history of success in accelerated projects, project schedule rollout to all team members with defined tasks, roles and deadline expectations, and frequent progress meetings with team members and owners. To expedite the permitting process, Halff had pre-application meetings with FDEP to give them advance notice.								
<u>Firm's Personnel (Name/Project Assignment) That Worked on the Stated Project that Shall Be Assigned to the City's Project</u> <table border="0"> <tr> <td>Robert A. Ern, Jr., PE, DBIA</td> <td>Troy Mitchell, PE</td> </tr> <tr> <td>Michael C. Scullion, PE,</td> <td>Brett Tobias, PE</td> </tr> <tr> <td>BCEE, DBIA</td> <td>Christopher Williams</td> </tr> </table>			Robert A. Ern, Jr., PE, DBIA	Troy Mitchell, PE	Michael C. Scullion, PE,	Brett Tobias, PE	BCEE, DBIA	Christopher Williams
Robert A. Ern, Jr., PE, DBIA	Troy Mitchell, PE							
Michael C. Scullion, PE,	Brett Tobias, PE							
BCEE, DBIA	Christopher Williams							



FORM 4

ILLUSTRATIVE WORK

Work by firm that best illustrates current qualifications relevant to the RFQ that have been/is being accomplished by personnel that shall be assigned to the City. List no more than ten (10) projects.

<u>Project Name & Location</u> Downtown Streetscape Clermont, Florida <u>Project Manager:</u> Duane Booth, PE		<u>Client's Name & Address</u> City of Clermont 3335 Hancock Road Clermont, Florida 34711
<u>Completion Date (Actual or Estimated):</u>		<u>Client Contact Name, Title, Email Address and Telephone Number:</u> Stoney Brunson, Public Works Director sbrunson@clermontfl.org 352.394.7177
<u>Consultant Fees (In Thousands)</u>		
<u>Entire Project:</u> \$ 7,500	<u>Work for which firm was/is responsible:</u> \$ 913	
<u>Scope of Entire Project</u> (Please give quantitative indications wherever possible) The City's Downtown Streetscape projects are part of the City of Clermont's Downtown Master Plan project. The Master Plan focuses on keeping the growing City connected, protecting its charms while revitalizing the historic downtown section with new gathering places along, and adjacent to, the waterfront. The scope included designing an "event streets" roadway with improved parking and walkability, a designated meeting area, beautification with landscaping and pavers for traffic calming and improved safety. Improvements also included roadway, parking, and adjustments to the stormwater collection system, potable water, and sanitary sewer system on Minneola Avenue and 8th Street. Other improvements included park grading, ADA accessibility, event electrical power and lighting and utilities associated with "Meet Us in the Middle" Plaza to be constructed.		
<u>Nature of Firm's Responsibility in Project</u> (Please give quantitative indications wherever possible) Halff provided surveying, engineering design, permitting, project coordination, and construction management services.		
<u>Firm's Personnel (Name/Project Assignment) That Worked on the Stated Project that Shall Be Assigned to the City's Project</u> Duane Booth, PE Brett Tobias, PE John McGlohorn, PSM Scott Harp Travis Skinner		



FORM 4

ILLUSTRATIVE WORK

Work by firm that best illustrates current qualifications relevant to the RFQ that have been/is being accomplished by personnel that shall be assigned to the City. List no more than ten (10) projects.

<u>Project Name & Location</u> Water and Wastewater Master Planning/GIS Mapping Mount Dora, Florida <u>Project Manager:</u> Michael Scullion, PE, BCEE, DBIA		<u>Client's Name & Address</u> City of Mount Dora 900 N. Donnelly Street Mount Dora, Florida 32757
Completion Date (Actual or Estimated): 2021		
<u>Consultant Fees (In Thousands)</u> Entire Project: \$ 239		<u>Client Contact Name, Title, Email Address and Telephone Number:</u> Ethan Hand, City Engineer hande@cityofmounddora.com 352.735.7151. x1816
<u>Work for which firm was/is responsible:</u> \$ 239		
<u>Scope of Entire Project</u> (Please give quantitative indications wherever possible) Halff prepared water, wastewater, and reclaimed water master plans to verify proper infrastructure is in place to service growth in the City's service area for the next 20 years. The ongoing construction of the Wekiva Parkway is spurring growth within the eastern portion of the City of Mount Dora's utility service area. The area is transitioning from rural to significant residential, professional office, higher education, warehousing, and industrial development. Halff analyzed the existing infrastructure, developed 20-year population and flow projections, and prepared a new capital wastewater line map and capital reclaimed water line map. Existing water and wastewater treatment plant capacity has been evaluated with expansion recommendations made.		
<u>Nature of Firm's Responsibility in Project</u> (Please give quantitative indications wherever possible) Halff evaluated and analyzed existing infrastructure, made required recommendations, migrated existing MicroStation and CAD files that contained water and wastewater infrastructure into an ESRI GIS database and formatted it so it is compatible with the City's GIS data model. Data conversion of all available sources records were digitized into an ArcGIS geodatabase using the City's GIS data model. Halff field-located reclaimed lines and valves to locate and identify the positions and attributes of the City's utility assets with RTK GPS equipment.		
<u>Firm's Personnel (Name/Project Assignment) That Worked on the Stated Project that Shall Be Assigned to the City's Project</u> Michael Scullion, PE, BCEE, DBIA Robert Ern, Jr., PE John McGlohorn, PSM Travis Skinner		

FORM 4

ILLUSTRATIVE WORK

Work by firm that best illustrates current qualifications relevant to the RFQ that have been/is being accomplished by personnel that shall be assigned to the City. List no more than ten (10) projects.

<u>Project Name & Location</u> CR 455/Hartle Road Lake County, Florida <u>Project Manager:</u> Duane Booth, PE		<u>Client's Name & Address</u> Lake County 315 West Main Street Tavares, Florida 32778						
<u>Completion Date (Actual or Estimated):</u>		<u>Client Contact Name, Title, Email Address and Telephone Number:</u> Seth Lynch, Project Manager seth.lynch@lakecountyfl.gov 352.253.6000						
<u>Consultant Fees (In Thousands)</u>								
<u>Entire Project:</u> \$ 2,535	<u>Work for which firm was/is responsible:</u> \$ 927							
<u>Scope of Entire Project</u> (Please give quantitative indications wherever possible) The scope was for the construction for Hartle Road from the existing terminus at Lake County Fire Station to the southerly boundary of the Waterbrooke project. Design was for approximately 4,400 LF of 4-lane roadway. Halff designed a 4-lane divided, urban roadway with 4-foot bike lanes, 12.5-foot multipurpose trail and a 5-foot sidewalk within a 120-foot right-of-way. Plans were designed to meet all Lake County and FDOT design requirements for 45 mph design speed.								
<u>Nature of Firm's Responsibility in Project</u> (Please give quantitative indications wherever possible) Halff provided engineering design, permitting, utility coordination and post-design services.								
<u>Firm's Personnel (Name/Project Assignment) That Worked on the Stated Project that Shall Be Assigned to the City's Project</u> <table border="0"> <tr> <td>Duane Booth, PE</td> <td>John McGlohorn, PSM</td> </tr> <tr> <td>Brett Tobias, PE</td> <td>Scott Harp</td> </tr> <tr> <td>Brad Bublitz, EI</td> <td></td> </tr> </table>			Duane Booth, PE	John McGlohorn, PSM	Brett Tobias, PE	Scott Harp	Brad Bublitz, EI	
Duane Booth, PE	John McGlohorn, PSM							
Brett Tobias, PE	Scott Harp							
Brad Bublitz, EI								



FORM 4

ILLUSTRATIVE WORK

Work by firm that best illustrates current qualifications relevant to the RFQ that have been/is being accomplished by personnel that shall be assigned to the City. List no more than ten (10) projects.

<u>Project Name & Location</u> Round Lake Road Lift Station Redesign Mount Dora, Florida <u>Project Manager:</u> Michael Scullion, PE, BCEE, DBIA		<u>Client's Name & Address</u> City of Mount Dora 900 N. Donnelly Street Mount Dora, Florida 32757
<u>Completion Date (Actual or Estimated):</u>		
<u>Consultant Fees (In Thousands)</u>		<u>Client Contact Name, Title, Email Address and Telephone Number:</u>
Entire Project: \$ 2,231	Work for which firm was/is responsible: \$ 75	Ethan Hand, City Engineer hande@cityofmountdora.com 352.735.7151. x1816
<u>Scope of Entire Project</u> (Please give quantitative indications wherever possible) The scope of services included design, permitting, bidding and construction administration for the construction of Lift Station No. 53, gravity sewer and forcemain connections from existing stub-outs on Round Lake Road, and a conduit for a future fiber connection to the Eastern Service Area Water Treatment Plant. The final design included wet wells and piping sized for ultimate capacity, with pumps and controls sized to use an existing 8-inch forcemain to accommodate initial growth in the service area. This project was funded through a State Revolving Fund (SRF).		
<u>Nature of Firm's Responsibility in Project</u> (Please give quantitative indications wherever possible) Halff provided engineering design, permitting, bidding, and construction administration for the installation of new water, reclaimed water, sewer, and lift station improvements along Round Lake Road.		
<u>Firm's Personnel (Name/Project Assignment) That Worked on the Stated Project that Shall Be Assigned to the City's Project</u> Robert Ern, Jr., PE, DBIA John McGlohorn, PSM Michael Scullion, PE, BCEE, DBIA Christopher Williams Suzanne Osborne, PSM		

Tab G: References

Stoney Brunson
Public Works Director
City of Clermont
400 12th Street Clermont, FL 34711
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sbrunson@clermontfl.org

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Public Works Director
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223 South 5th Street
Leesburg, FL 34748
352.435.9442
Cliff.Kelsey@leesburgflorida.gov

Aaron Mercer
Director of Development and Public Services
City of Umatilla
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Umatilla, FL 32784
352.669.1539
amercer@umatillafl.org

Fred Schneider
Director of Public Works
Lake County Public Works
323 N. Sinclair Avenue
Tavares, FL 32778
352.253.6000
fschneider@lakecountyfl.gov

Glenn Irby
City Manager
City of Edgewater
104 N. Riverside Drive
Edgewater, FL 32132
386.424.2400 x1201
girby@cityofedgewater.org



Tab H: Additional Information

PROJECT APPROACH: UTILITIES

Halff approaches the management of every project, large or small, in the same manner. Upon request for a task order, our team will meet with appropriate City staff to define the project objectives, scope of work, and schedule. All of our key team members develop an understanding of the project and provide buy-in on the scope and fee in our proposal to the City. After a task order is executed, we will schedule a kick-off meeting with the City to discuss key project milestones, the data required for the execution of the project, and visit the project site. Project schedules developed for the kick-off meeting are regularly updated to identify progress and upcoming tasks. When schedule delays are identified, a plan can be put into place to resolve the source of the delay and reallocate resources to expedite project delivery in line with the original schedule.

Halff understands the constraints of a construction budget and regularly works with our municipal clients to implement cost-effective solutions.

Construction cost estimates will be developed for each progress submittal, along with changes from the previous submittal and their cost impacts. In this manner, high-cost changes to the design can be easily identified and value engineering can be conducted to reduce project costs while still maintaining a high-quality end product. Halff takes pride in the quality of our work and is committed to delivering a quality product every time. Each submittal is reviewed internally by the Halff team prior to transmittal to the client for review or issued for bid. These reviews are conducted by multiple team members to mitigate any potential issues being caught and corrected.

General Approach to Utility Design Project Execution

The first priority for Halff will be to work with the City's staff to provide cost-effective and creative solutions to City projects. Halff keenly listens to the needs and concerns of the client and converts that information to craft the specific solution desired for the project. After developing a thorough understanding of the project goals, Halff



Pictured is an aerial of the construction of the Gibson Place Utility Water Treatment Plant to serve The Villages. This design-build project was fast-tracked due to the rapid growth of the area. Halff provided water plant design, permitting, and construction administration services.

will work with staff to develop and implement a successful action plan to achieve the goals of the City. As this is a continuing services contract, it is anticipated that the consultant shall be expected to provide many and varied duties; therefore, requirements for each project are expected to vary.

Halff will work hand-in-hand with the project team to coordinate the activities necessary to achieve the goals of the City. Project team members will take the time to fully understand all aspects of the entire action plan, then work together to provide, plan, and execute the necessary engineering and surveying services to produce results for the City.

Following the crafting of the action plan and prioritization of needs, Halff, acting as the prime consultant along with the entire team, will provide support documentation as required to begin the process of executing the plan. While the requirements of each project are sure to be unique, we suggest the following protocol would be followed for the completion of each project:

- Halff and the project team identify specific project needs in partnership with the City of Wildwood.
- Halff will work with City staff and the project team to establish a scope of engineering and surveying services.
- Upon approval of the engineering and surveying services agreement, Halff will complete a project schedule and prioritize the needs of the City for successful implementation of the project.
- Halff will begin the information gathering phase of the project and begin hard design.
- Halff will work with City staff and team members to prepare construction plans and specifications for the project. Reviews will be conducted internally, and also with City staff and team members.
- Halff will provide engineering drawings at the 30%, 60%, 90%, and final stage of the project.
- Halff will attend all necessary meetings and evaluations for the project, and make necessary recommendations as needed.
- Halff shall work with the City to bid the project, answer questions from bidders, provide an evaluation of the bids received, and make a recommendation to award the bid.
- Throughout the course of construction, Halff will coordinate and work with team members and staff to provide project oversight.
- Following completion of construction, Halff will prepare required as-built documents for certifications of completion, and coordinate close-out documents to satisfy the needs of the City.

As can be imagined, the exact scope and schedule of events will vary, but the above sequence of events is fairly typical of the project completion scenarios which Halff has provided to its municipal clients in the past. Our goal is to custom tailor our approach for each project in order to best serve the City of Wildwood. Typical projects shall potentially involve some of the following elements:



Conceptual Plan

The Halff team is particularly skilled at taking the vision of our clients and making them reality. As is typical of municipal projects, the initial phases of the project will include staff meetings to gain an understanding of the client's needs. Following this, Halff shall work with the client to craft a conceptual plan which identifies the main components of the project, with emphasis on the particulars of the specific basin in question (i.e. improvements to collection/conveyance system, real-estate needs, treatment goals, etc.). Our role as project engineers is to take the conceptual ideas of the client and translate them to practical, real-world projects, solving all of the many challenges which may arise, and the conceptual plan is the initial phase. Should it be necessary for Halff to take the conceptual plan produced by another firm without our input, Halff will be obligated to provide an analysis of the recommendations provided in the conceptual plan to make sure that they provide for sound engineering practice and are practical and cost effective, as well as verifying that they have not been affected by changes in local conditions or permitting requirements. If necessary, Halff will work with the City to update any previous conceptual plans to verify compliance with the above, and shall also work with the City to update any previously completed cost estimates.



- Responsible representation of the City during the construction process, and verifying the successful completion of the project to the satisfaction of all parties involved including the City, the design team, and the contractor.

There are several differences between a good design and a great design. We believe that the start of a great design, and a great project, hinge on the understanding of the project and the willingness of the designer to consider the input of the client. The City will ultimately own and maintain any project we design so input from the people in the field is of paramount importance to us. Utilizing the local knowledge of the City staff is imperative for the completion of a successful project. Armed with the local knowledge of staff, we, as designers, can craft the best, most efficient project for the City to make sure that the long-term operation and maintenance of the project is successful and the taxpayers' money is wisely spent.

Firms Approach to the Following Elements

While there are always similarities between past and future projects, it is important to note that every project yields unique challenges requiring unique solutions. Below are our responses to potential approaches to the following elements. However, it is important to understand that every project will need to be evaluated with decisions determined from the unique and specific elements of said projects.

Key Elements

The goal of any project such as this is to provide a positive, cost-effective outcome for the City, its residents, and the environment. To this end, we see the key elements of continuing services contracts to be as follows:



- Thorough understanding of the City's needs.
- Constant communication with City staff, utilizing input and local knowledge to better the outcome.
- Thoughtful evaluation of the existing conditions, identifying several possible project paths with an educated recommendation for the best solution from both fiscal and environmental points of view.
- Comprehensive design process including thorough evaluation of all possible solutions.

Understanding of "immediate need services" and possible "additional services"



As discussed above, the first step to a successful project is having a good understanding of the final project goals. Often, project scope will change based upon the findings of the preliminary investigations of the project. We seek to utilize the input of the City and knowledgeable key staff to gain an understanding of the unique challenges of each project. Based upon these initial discussions, a differentiation of "immediate need services" and possible "additional services" (or future services) can be determined. The process of design is often incremental, with specific milestones set throughout the project. Immediate needs may be

driven by public safety issues (localized flooding, for example), or regulatory compliance. Future needs may be driven by other factors, such as budget availability or aesthetics. Halff will work with the City to gain the necessary understanding to provide the services needed, when they are needed.

Problem Solving Methodology

As stated above, each project comes with its own unique problems, challenges and constraints. The key to a successful design is having a thorough understanding of all factors prior to providing a final design to alleviate as many problems as possible before they become actual problems. We also take a team approach to design by utilizing the unique skill-sets of each of our individual team members. Fresh eyes on a project often yield improved and innovative results while mitigating any potential issues.



Study Management and Quality Control

Utilizing the team approach mentioned above, we seek to provide a study which reflects the best solutions for each individual project. This same approach is implemented for quality control throughout the design process. It is always necessary to make sure that QA/QC reviews are done on all projects to verify that all necessary elements are included and, where possible, that simpler, or less expensive solutions, are not available.



Cost Estimating and Scheduling

Our approach to cost estimating is the same as for other steps in the design process. We seek to utilize current, local pricing as the basis for our cost estimating. Cost estimates are prepared and then reviewed internally to verify completeness. Standard contingencies are always included in our cost estimating process due to the fact that both material and labor pricing are constantly changing. We also seek outside input, from contractors with whom we have worked in the past, to assist with evaluating our cost estimates for completeness. Our approach to scheduling also takes team input. After laying out the required elements of the design, all team members and the City provide input on scheduling. A basic schedule for completion of all



projects shall be provided with updates given at regular intervals. Should there be scheduling requirements related to regulatory requirements or grant requirements, these are built into the project scheduling milestones to verify compliance.

Construction Phase Services

We believe that in order to maintain consistency, it is necessary for the design engineer to also provide construction phase services. These typically include attending regularly scheduled progress meetings with the City and contractor, and regular inspections of the construction site. Additional services typically include review and approval of shop drawings and applications for payment. Halff typically provides these services to our clients by acting as their representative throughout the construction process. Our goal is to provide a successful project through construction; making sure that the project is able to be operated and maintained by the City following construction. Halff also typically provides final project close-out services that include preparation of final as-builts, review of contractor-provided O&M manuals, and certifications of completion with any required regulatory agencies. The services we provide are “soup to nuts,” which allows for consistency throughout the project.



State Revolving Fund Loan Specific Approach

Halff has extensive recent experience with SRF funding including planning, design, and construction loans. We assisted the City of Mount Dora in obtaining \$12.3 million in construction loan funding through both the Clean Water and Drinking Water SRF programs over the past seven years alone. Halff has also recently prepared eight additional SRF planning documents for projects in the Cities of Mount Dora, Umatilla, Fruitland Park, and the Town of Montverde. The Halff team includes environmental assessment team member, Drew Sanders, and financial planning subconsultant, GRI, which is also an MBE/WBE firm. More about our grant funding experience with SRF, CDBG, and other funding sources is detailed in the table on page 59.

Alternative Analysis

A complete SRF planning document is required to include a minimum of three alternatives including a “no action” alternative. Halff will work with City staff to identify two potential project alternatives which may include two different routes for pipeline projects, or two different technologies for utility plant projects. Each alternative will be developed to an approximately 30% design level of detail to allow for conceptual cost estimates and present worth costs to be developed. Non-cost factors such as ease of maintenance, compatibility with existing infrastructure, and interruption of service will be considered in the selection process of the preferred alternative. The selected preferred alternative will then be the basis for the SRF funding request.

In developing cost estimates for the project, Halff incorporates the cost impacts of both Davis-Bacon wage requirements and the American Iron and Steel Act (AIS). American Iron and Steel Act waivers are extremely difficult and time consuming to obtain, making it imperative that any unique project materials that may have extended lead times, or have significantly inflated costs due to AIS compliance, be identified during the SRF planning process.

Environmental Assessment

Environmental assessment of the selected project site is a crucial component in the SRF funding process. An extensive environmental review is completed by multiple government agencies prior to a project being considered for funding. After identification of the preferred alternative, Drew Sanders will perform a detailed environmental assessment of the proposed project site in order to identify the presence of any protected flora or fauna, wetlands, or other surface waters that may be impacted. Common protected species observed in our local area include gopher tortoises and sand skinks. Our team works closely with the U.S. Fish and Wildlife Service office in Jacksonville to identify the need for sand skink surveys early in the project planning process. We factor the limited window for conducting sand skink surveys (March

1st to May 15th) into our project schedule when required to prevent unnecessary delays.

Financial Planning

Preparation of the Clean Water SRF Capital Financing Plan or Drinking Water SRF Business Plan involves a thorough analysis of the recent financial performance of the utility, and projections of future financial performance to verify that rates are sufficient to repay the SRF loan. The Halff team includes Bryan Mantz, CMC, CGFM, of Gov Rates, Inc., which is a Series 50-qualified registered municipal advisor. Projections of future utility financial performance are based on historical comprehensive annual financial reports, customer growth, changes to utility operating expenses including staffing and inflation, and other bond and loan obligations. Financial planning activities commence concurrently with the development of alternatives; to identify any budget shortfalls and the potential need to raise utility rates as early as possible in the development of the project.

Public Relations

A public meeting to discuss the project and identify costs and associated rate increases is required as part of the SRF planning process. Halff will work closely with City staff to develop a public meeting presentation that will thoroughly explain the project, its benefits, and costs. Halff will work with the City to address concerns expressed by the public and members of City Council.

Innovative Designs and Approaches

Halff understands the need for municipalities to control budgets and schedules. Halff prioritizes exploring all viable project funding and solutions to meet this critical criteria successfully. Recent examples of Halff’s cost and schedule control are detailed on the following page.

COST AND SCHEDULE CONTROL EXAMPLES



Septic to Sewer Project, Fruitland Park, FL.

The scope of the project included design of a gravity sewer, eliminating septic systems, and adding a lift station. *The project was on budget and completed 45 days ahead of schedule.*



US 441 Utility Relocates, Fruitland Park, FL.

The project scope involved widening the highway. Halff *executed services \$30,000 under budget on a \$900,000 project and completed the project on schedule.*



City of Mount Dora/Apopka Reclaimed Interconnect, Mount Dora, FL

Halff did extensive due diligence to evaluate all potential solutions for this project for balancing out the supply of reclaimed water. The City's original plan was to construct a large reservoir to store water which would have cost the City over \$30M. Our innovative interconnect solution for all construction and design costs came in at \$3M – *effectively saving the City \$27M.*



City of Fruitland Park, Town of Lady Lake Sewer Interconnect, Fruitland Park, FL.

Halff evaluated and advised the City on the best options for the City's WWTP upgrades. Rather than constructing WWTP improvements, which was the City of Fruitland Park's original plan, Halff proposed a more cost-effective solution to build an interconnect to the Town of Lady Lake's WWTP. This solution provided numerous benefits including:



- *Deferring the cost of constructing wastewater treatment facility improvements for 10 to 20 years which allows the City of Fruitland Park to collect impact fees during this period to aid in new facility construction.*
- *Adding customers and higher flows effectively and reducing operation costs when a larger plant is constructed.*
- *A decrease in the City's Utility Department operating costs during this period.*
- *The pump station and surge tank facilities constructed for the interconnect will be integrated into the future construction of a new facility for the City of Fruitland Park.*
- *Benefits for the Town of Lady Lake included additional operating revenue to aid their debt service on their new 1,000,000 GPD wastewater treatment facility which was operating at only 25 to 30% of permitted capacity.*



City of Fruitland Park CDBG, Fruitland Park, FL

This CDBG-funded, septic to sewer project scope included the survey, design, permitting, and construction management for a new sanitary sewer collection system, upgrades to existing potable water lines, and the addition of fire hydrants for increased fire protection. This project benefited 70, low-income, single-family homes, and an additional 20 single-family homes (not low income). Halff oversaw the preparation of the grant for a construction-ready project and *the City was awarded 75% of the funding for the project.*

PROJECT APPROACH: ROADWAYS & STORMWATER

Halff's approach for this project began with the assembling our project team. Each team member is chosen specifically for their knowledge of their craft as well as their extensive knowledge of the City and its vision.

Stormwater/Roadway Project Manager, Duane K. Booth, PE, has extensive roadway and stormwater project management experience, having participated in numerous roadway projects in neighboring Lake County where he has been providing continuing engineering services since 2009. Duane not only brings a wealth of knowledge to the project, but also a tried and true method of operation that incorporates all necessary details and tasks for successful project execution and completion.

Stormwater Project Engineer, Brett Tobias, PE, has extensive experience in roadway stormwater design, as well as providing other continuing engineering services to the City of Wildwood, and many other municipal clients in Sumter and Lake Counties. Brett brings demonstrated history of success in project management that incorporates all needed details and tasks for successful project execution and completion.

Roadway Project Engineer, Brad Bublitz, EI, is an effective project engineer with on dozens of local roadway projects for the past 18 years, including the CR 451/CR455 Roundabout in Lake County which won the FACER award in 2016 for outstanding design. He is exceptionally knowledgeable about the processes involved in roadway project execution and brings vision and practicality to every project.

Our project approach and procedures are finely-tuned—the result of executing multiple government projects and working with a variety of government agencies and permitting entities. Halff's general approach for roadway and stormwater projects is outlined in the following pages.



MEET

with City staff to develop and maintain understanding of both short- and long-term goals



IDENTIFY

opportunities to leverage Halff's expertise and experience to meet goals



DEVELOP

specific task orders in close collaboration with City staff



EXECUTE

task orders on schedule and on budget to provide quality deliverables



FOLLOW UP

with City staff to confirm expectations are met and exceeded

Kick-off Meetings and Detailed Scope Finalized



Halff attends a kickoff meeting with the City to review the project in detail and discuss any changes in scope (if applicable). Halff reviews the project with all shareholders within the project corridor to verify there are no unknowns or other items needing to be addressed within the project limits. From this meeting, a final scope and task list is created.

Halff then provides the City a project write-up and a preliminary construction cost estimate. These assist the City to make sure they understand the necessary project-specific tasks involved for design, project administration, permitting, construction administration, grant reporting, and public involvement.

- Halff prepares, coordinates, and performs a project kick-off meeting with the following: City, franchise utility owners, project shareholders, FDEP grant coordinator, and all design team personnel.
- Prior to receipt of the final survey, Halff proceeds with preparing the project's typical roadway sections as discussed with the City for approval.
- Upon receipt of final survey, Halff begins the process of establishing line and grade for the

proposed roadway. By taking into account the adjoining properties and utilities, line and grade will have the least amount of impact to adjoining properties.

Design

Please note that throughout the entire design process, Halff will conduct project update meetings with all project shareholders as required. New information (when applicable) is communicated, and progress is discussed and tracked.



30% Plan Submittal Stage

This is the start of the project design process. Our steps in this stage are:



- A 30% plan submittal containing the following items for a roadway plan set: key sheet, general notes, typical section, project layout, roadway plan sheets (geometry), roadway profile sheets, existing utility sheet, and project route survey. The project plan is drawn up and is sent to Quality Assurance/Quality Control (QA/QC) for review and inspection.
- Quality Assurance/Quality Control (QA/QC). Prior to making the 30% plan submittal, Halff performs an in-house QA/QC on the project submittal. A professional engineer within Halff, who is not a designer on the project team, reviews the submittal and provides feedback to the design team. Any comments/concerns are then addressed and implemented into the submittal then the 30% plan submittal is made.
- While the 30% plan submittal is in the review process with City, Halff continues moving the project forward by preparing cross-sections, drainage analysis, utility design and right of way/easement coordination with the City and surveyors.
- When the comments/concerns are received back from the 30% plan review process, Halff then reviews the feedback and coordinates with the design team to incorporate any necessary changes.



60% Plan Submittal Stage

Once all the reviewers' comments and concerns have been addressed from the 30% plan, and the necessary changes have been incorporated into the plans, the project moves forward to the 60% plan submittal stage.



- This design stage includes cross-sections, stormwater management collection system, utilities, and complete stormwater management calculations completed in the design. While this project addresses safety issues and roadway design, Halff strives to address every issue and/or concern (actual or potential), and to show and account for those in the 60% plan submittal. *As a standard business practice, Halff makes sure that our 60% plan set contains more items than what is required by industry standards. We have found this is a key step in maintaining timely schedules and cost control* as any potential delays are now at the forefront and can be addressed.
- Prior to submitting the 60% plans, the QA/QC process is repeated in the same manner as the 30% plan submittal.
- Once QA/QC has finished their review, Halff submits the 60% plan submittal to all project shareholders. Simultaneously with the submittal, Halff arranges and attends a meeting with the South West Florida Water Management District (SWFWMD) for a pre-application meeting. This meeting addresses all project concerns and establishes the permitting process with

SWFWMD. The 60% plan stage also provides any additional information regarding right of way needs and easements. Halff then communicates and coordinates this information directly with the project surveyor as this information will be needed to incorporate into the 90% plan submittal stage.

90% Plan Submittal Stage

Moving the project forward from the 60% plan stage to the 90% plan stage includes finalizing stormwater design, utility design (conflict resolution), grading easements, signing and pavement marking plans, project details, and project specifications.



- Halff prepares an engineer's construction cost estimate at this time.
- Once all concerns and issues from the 60% plan submittal have been coordinated and addressed, Halff finalizes the 60% plan package.
- As the 90% plans are in for review with the City, Halff continues to coordinate with the City and assist in providing information for any grant assistance (if the project requires) which may include the construction cost estimate, or probable construction schedules. Should it be included in the scope, Halff will also simultaneously prepare the project bid documents and final specifications package for the roadway and the utility components of the project.

CRITERIA



REVIEW



RESOLVE



CONFIRM





- Any comments or concerns from the 90% submittal (if applicable) are incorporated in to the plan. Any changes at this point are minimal as the main points, concerns, and goals have been addressed in the previous submittals.
- Final Design Review: A final design review of the 90% drawings and specifications is completed by an independent reviewer not directly involved with the project.
- Final QA/QC Manager Approval: Prior to the design drawings and specifications being issued for bidding purposes, the QA/QC Manager verifies that all of the identified QA/QC milestones have been completed and approves the project for bidding.
- Halff reviews and comments on all project shop drawings for the project.
- During the course of project construction, Halff has project status update meetings and prepares agendas and minutes of said meetings. Halff performs site visits, as needed, to stay in close contact with the City and contractor in order to alleviate any issues or interruptions to services. Halff also handles any contractor questions, field verifications, or adjustments as soon as the issues arise. This allows the project to proceed without any delay in timing.

Project Bidding and Construction Oversight

Next, Halff assists the City with the preparation of the project bid which includes a bid invitation, bid documents, project specifications, and a bid package. Halff will conduct the mandatory pre-bid meeting for the project and address all prospective contractor requests for additional information.

- Upon receipt of all bids, Halff then performs a complete bid review from all packages received. Halff calls the contractor's references, performs follow-ups on potential issues/concerns of the bids, and prepares a recommendation to the City for project award.
- After the project has been awarded, Halff conducts the pre-construction meeting with the selected contractor and project shareholders.

Project Closeout

Once the project reaches substantial completion, Halff performs a complete project walk-through and prepares a close-out item punch list that is distributed to all parties for review and comment.

While the contractor is completing project close-out items, Halff prepares the final documents for distribution to the City. Upon the contractor's completion of items, Halff prepares the final acceptance letter.

Conclusion

Halff has the experience and ability to provide the City of Wildwood with an outstanding level of service to complete your projects in a timely and economically feasible manner. We offer a local firm with a comprehensive array of services. We look forward to the opportunity to provide you with the quality engineering services necessary for the successful completion of your projects today and into the future.

EXAMPLES OF CENTRAL FLORIDA GRANT ASSISTANCE

CLIENT	PROJECT	FUNDING AGENCY/BUDGET
City of Tavares	Wooton Park Marina & Multi-Modal Downtown Redevelopment Project	FRDAP Grant \$10,300,000
City of Clermont	Center Lake Stormwater Improvements	Lake County Water Authority Fund \$44,450
City of Clermont	Lake Minnehaha Basin Study	Lake County Water Authority \$18,500
City of Clermont	Disston to School Road Area	CDBG Grant \$144,230
City of Clermont	Disston Avenue	City of Clermont Stormwater Fund & Lake County Water Authority \$712,800
City of Clermont	12th Street Stormwater Improvements	City of Clermont Stormwater Fund & Lake County Water Authority \$39,395
City of Umatilla	Orange Avenue Rehabilitation Project	FDEP Grant \$1,613,500
City of Umatilla	Lake Yale Stormwater Reuse Project	Lake County Water Authority \$2,155,000
City of Umatilla	Water Main Replacement Phases 1 & 2	Legislative Appropriation/FDEP \$4,000,000 7and CDBG Grant \$750,000
City of Umatilla	Lift Station R+44 Rehabilitation	SJRWMD REDI Grant \$500,000
City of Umatilla	Sanitary Sewer Rehabilitation	SJRWMD REDI Grant \$500,000
City of Umatilla	Water Treatment Plant No. 1	SRF Funding \$2,000,000
City of Mascotte	SR 50 Water Main Replacement Phase 1 & 2	SJRWMD REDI Grants Phase I \$500,000; Phase II 500,000
City of Mount Dora	Apopka Reclaimed Water Interconnect	SRF & SJRWMD and FDEP Grants \$500,000
City of Fruitland Park	Sanitary Sewers Upgrade Project	CDBG Grant \$744,000
City of Clermont	Sidewalk & Water Main Replacement	CDBG Grant \$415,000
City of Tavares	Woodlea Road Water Reclamation Facility Expansion	SRF Funds \$13,500,000
City of Tavares	Water Treatment Plants #1, #2, #3, & #4 Upgrades	SRF Funds \$2,250,000
Marion County Utilities	JB Ranch Capital Force Main & Lift Station	SRF Funds \$3,700,000
City of Mount Dora	SR 46 Utilities	SRF Funds \$4,200,000
City of Mount Dora	US 441 Project	SRF Funds \$5,900,000
City of Mount Dora	Apopka Reclaimed Water Interconnect	SRF Funds \$4,200,000
City of Umatilla	Wastewater Interconnect with Eustis	SRF Funds \$6,000,000
City of Mount Dora	Wolf Branch & Round Lake Road Utilities	SRF Funds \$8,300,000
City of Mount Dora	Wastewater Treatment Plant No. 1 Improvements	SRF Funds \$3,600,000
City of Fruitland Park	Urlick Road Force Main	SRF Funds \$940,000
TOTAL		\$78,026,875

Tab I: Minority Business (MBE) Preference

Halff is not a MBE/DBE firm; however, we are committed to providing opportunities to MBE/DBE firms through a proactive approach of identifying MBE/DBE subconsultants and incorporating them into our project teams in meaningful roles.

Senior management is fully committed to enforcing and promoting our Affirmative Action Plan. The executive Summary of our Affirmative Action Plan is as follows:

Halff is and will continue to be committed to affording equal opportunity in employment to all individuals without regard to race, color, religion, sex, or national origin. Affirmative Action will, therefore, be taken to:

- ✓ Recruit, hire and promote all job classifications without regard to race, color, religion, sex, or national origin.
- ✓ Impose only valid requirements for promotional opportunities to make certain that promotion decisions are in accordance with the principles of equal employment opportunities.

- ✓ Make certain that all personnel actions such as compensation, benefits, transfers, layoffs, return from layoffs, training, will be administered without regard to race, color, religion, sex, or national origin.
- ✓ To make certain that all social and recreational programs sponsored for employees are open to participation without regard to race, color, religion, sex or national origin.

Each supervisor within the organization has the responsibility of supporting our Affirmative Action Program. The successful achievement of a non-discriminatory employment program requires the cooperation of all Halff employees. The President of the Company is responsible for the overall Equal Employment Opportunity Program. These responsibilities include leading the way by establishing and implementing affirmative procedures and practices which will achieve the objective of equity to all individuals in employment opportunities.

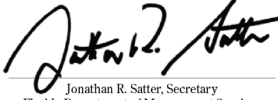


State of Florida

Minority Business Certification

Electrical Design Associates, Inc

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:
09/23/2021 to 09/23/2023



Jonathan R. Satter, Secretary
Florida Department of Management Services



Department of
**MANAGEMENT
SERVICES**
Office of Supplier Diversity

Office of Supplier Diversity
4050 Esplanade Way, Suite 380
Tallahassee, FL 32399
850-487-0915
www.dms.myflorida.com/osd

State of Florida

Woman & Minority Business Certification

GovRates, Inc.

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:
12/08/2021 to 12/08/2023



J. Todd Inman
Florida Department of Management Services



Department of
**MANAGEMENT
SERVICES**
Office of Supplier Diversity

Office of Supplier Diversity
4050 Esplanade Way, Suite 380
Tallahassee, FL 32399
850-487-0915
www.dms.myflorida.com/osd

Tab J: Additional Required Documents

PROPOSER'S CERTIFICATION

Submit To: City of Wildwood 100 N Main Street Wildwood, FL 34785 352-330-1330 352-330-1338 (fax)		CITY OF WILDWOOD REQUEST FOR QUALIFICATION (RFQ) CERTIFICATION AND ADDENDA ACKNOWLEDGMENT	
DUE DATE: 4/4/2023	DUE TIME: 11:00am	RFQ # 2023 - 07	
TITLE: Engineering Services			
VENDOR NAME: Halff Associates, Inc.		PHONE NUMBER: 352.343.8481	
VENDOR MAILING ADDRESS: 902 North Sinclair Avenue		FAX NUMBER: 352.343.8495	
CITY/STATE/ZIP: Tavares, Florida 32778		E-MAIL ADDRESS: rErn@halff.com	
"I, the undersigned, certify that I have reviewed the addenda listed below (list all addenda received to date). I understand that timely commencement will be considered in award of this RFQ and that cancellation of award will be considered if commencement time is not met, and that untimely commencement may be cause for termination of contract. I further certify that the services will meet or exceed the RFQ requirements. I, the undersigned, declare that I have carefully examined the RFQ, specifications, terms and conditions as applicable for this Request, and that I am thoroughly familiar with all provisions and the quality and type of coverage and services specified. I further declare that I have not divulged, discussed, or compared this RFQ with any other Offeror and have not colluded with any Offerors or parties to an RFQ whatsoever for any fraudulent purpose."			
<u>1</u> Addendum #	<u> </u> Addendum #	<u> </u> Addendum #	<u> </u> Addendum #
"I certify that this quote is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting an RFQ for the same material, supplies, equipment or services and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of this RFQ and certify that I am authorized to sign this response and that the offer is in compliance with all requirements of the RFQ, including but not limited to certification requirements. In conducting offers with an agency for CITY OF WILDWOOD, respondent agrees that if this RFQ is accepted, the respondent will convey, sell, assign, or transfer to the City of Wildwood all rights, title and interest in and to all causes of action it may now or hereafter acquire under the anti-trust laws of the United States for price fixing relating to the particular commodities or services purchased or acquired by the CITY. At the City of Wildwood discretion, such assignment shall be made and become effective at the time the purchasing agency renders final payment to the respondent."			
<u>Robert Ern, Jr., PE, DBIA Principal-in-Charge</u> Authorized Agent Name, Title (Print)		 Authorized Signature	<u>March 31, 2023</u> Date
<i>This form must be completed and returned with your Submittal</i>			

QUALIFICATIONS FORM FOR CITY OF WILDWOOD

Name of Firm Submitting Qualifications Halff Associates, Inc.Name of Person Submitting Qualifications Robert Ern, Jr., PE, DBIA**PROPOSER ACKNOWLEDGMENT**

"The undersigned hereby declares that he/she has informed himself/herself fully in regard to all conditions to the work to be done, and that he/she has examined the RFQ and Specifications for the work and comments hereto attached. The Vendor proposes and agrees, if this submission is accepted, to contract with the City of Wildwood to furnish all necessary materials, equipment, labor and services necessary to complete the work covered by the RFQ and Contract Documents for this Project. The Vendor agrees to accept in full compensation for each item the prices named in the schedules incorporated herein."



Signature

March 31, 2023

Date

2023-07

RFQ Number

[X] Check if exception(s) or deviation(s) to Specifications. Attach separate sheet(s) detailing reason and type for the exception or deviation.

This document must be completed and returned with your Submittal

After reviewing the contract, Halff would like the opportunity to negotiate terms if selected.

Statement of Terms and Conditions For RFPs, RFQs, and Bid

PUBLIC ENTITY CRIME: A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a qualifications/Bid on a contract to provide any goods or services to a public entity, for the construction or repair of a public building or public work, may not submit Qualifications/Bids on leases of real property to a public entity, may not be awarded or perform work as a Consultant, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.

INDEMNIFICATION: The consultant shall indemnify and hold harmless the City of Wildwood and their elected officials, employees, agents, representatives, and volunteers from and against any and all claims, damages, losses and expenses, (including legal costs), or liabilities based on third party claims of injury to persons or damage to property arising out of or resulting, in whole or in part, from a negligent act or omission or willful misconduct of consultant or its employees, Subcontractors, agents or representatives.

PROHIBITION OF LOBBYING: During the blackout period which is, the period between the time the submittals for Invitation to Bid or the Request for Proposals, or Qualifications, or information, as applicable, are received at Contracts / Purchasing and the time the City awards the contract, no proposer, no lobbyist, principal, or other person may lobby, on behalf of a competing party in a particular procurement matter, any member of the City, or any City employee other than Cassandra Smith in writing via email to csmith@wildwood-fl.gov. Violation of this provision may result in disqualification of violating party. All questions regarding this Request for Proposals (RFQ) or Invitation to Bid (BID) must be submitted in writing to the contact listed in the solicitation or the City Clerk.

ANTI TRUST LAWS: By submission of a signed RFQ or BID, the successful vendor acknowledges compliance with all antitrust laws of the United States and the State of Florida, in order to protect the public from restraint of trade, which illegally increases prices.

CONFLICT OF INTEREST: The award of the contract hereunder is subject to the provisions of Chapter 112 of the Florida Statutes. Vendors shall disclose the name of any Officer, Director, Partner, Associate, or Agent who is also an Officer, Appointee, or Employee of any of the City's at the time of the RFP, RFQ or BID, or at the time of occurrence of the Conflict of Interest thereafter.

INTERPRETATION, CLARIFICATIONS AND ADDENDA: No oral interpretations will be made to any vendor as to the meaning of the RFQ/BID Contract Documents. Any inquiry or request for interpretation received by Cassandra Smith via email to csmith@wildwood-fl.gov before the date listed herein will be given consideration. All such changes or interpretations will be made in writing in the form of an addendum and, if issued, will be distributed at or after the Pre-Proposals/Pre-Bid Conference, mailed or sent by available or electronic means to all attending prospective Submitters prior to the established RFQ/BID opening date. Each respondent shall acknowledge receipt of such addenda in the space provided. In case any Proposer/Bidder fails to acknowledge receipt of such addenda or addendum, his offer will nevertheless be construed as though it had been received and acknowledged and the submission of his bid will constitute acknowledgment of the receipt of same. All addenda are a part of the RFQ/BID FORMS and each Proposer/Bidder will be bound by such addenda, whether or not received by him. It is the responsibility of each proposer/bidder to verify that he has received all addenda issued before RFQ's/BID's are opened. In the case of unit price items, the quantities of work to be done and materials to be furnished under this RFP/RFQ/BID Contract are to be considered as approximate only and are to be used solely for the comparison of RFP's/RFQ's/BID's received. The City and/or its consultant do not expressly or by implication represent that the actual quantities involved will correspond exactly therewith; nor shall the Vendor plead misunderstanding or deception because of such estimate or quantities of work performed or material furnished in accordance with the Specifications and/or Drawings and other Proposals/Bid Documents, and it is understood that the quantities may be increased or diminished as provided herein without in any way invalidating any of the unit or lump sum prices bid.

GOVERNING LAWS AND REGULATIONS: The vendor is required to be familiar with and shall be responsible for complying with all federal, state and local laws, ordinances, rules and regulations that in any manner affect the work.

PROPRIETARY/CONFIDENTIAL INFORMATION: Vendors are hereby notified that all information submitted as part of, or in support of RFP's/RFQ's/BID's, will be available for public inspection ten days after opening of the RFQ's/BID's or until a short list is recommended whichever comes first, in compliance with Chapter 119, and 287 of the Florida Statutes. All RFP's/RFQ's/Bids submitted in response to this solicitation become the property of the City. Unless information submitted is proprietary, copy written, trademarked, or patented, the City reserves the right to utilize any or all information, ideas, conceptions, or portions of any RFP/RFQ/BID, in its best interest.

TAXES: The City of Wildwood is exempt from any taxes imposed by the State and/or Federal Government. Exemption certificates will be provided upon request.

NON-COLLUSION DECLARATION: By signing this RFQ/BID, all Vendors shall affirm that they shall not collude, conspire, connive or agree, directly or indirectly, with any other Proposer, firm, or person to submit a collusive or sham Proposal in connection with the work for which this RFP/RFQ/BID has been submitted, or to refrain from Bidding in connection with such work, or have in any manner, directly or indirectly, sought by person to fix the price or prices in the RFP/RFQ/BID or of any other Bidder, or to fix any overhead, profit, or cost elements of the RFQ/BID price or the RFP/RFQ/BID price of any other Bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against any other Bidder, or any person interested in the proposed work.

PROPOSER RESPONSIBILITY: Invitation by the City's to vendors is based on the recipient's specific request or as the result of response by the public to the legal advertisements required by State law. Firms or individuals submit their responses on a voluntary basis, and therefore are not entitled to compensation of any kind.

CITYSHIP OF SUBMITTALS: All responses, inquiries or correspondence relating to or in reference to this RFQ/BID, and all other reports, charts, displays, schedules, exhibits and other documentation submitted by the vendors will become the property of the City. Reference to literature submitted with a previous RFP/RFQ/BID will not relieve the Bidder from including any required documents with this RFP/RFQ/BID.

EXAMINATION OF BID DOCUMENTS: Each Bidder shall carefully examine the RFP/RFQ/BID Document to ensure all pages have been received, all drawings and/or Specifications and other applicable documents are included, and shall inform himself thoroughly regarding any and all conditions and requirements that may in any manner affect cost, progress or performance of the work to be performed under the Contract. Ignorance on the part of the FIRM will in no way relieve him of the obligations and responsibilities assumed under the Contract.

VENDOR RESPONSIBILITY: Vendors are fully and completely responsible for the labeling, identification and delivery of their submittals. The City of Wildwood will not be responsible for any mislabeled or misdirected submissions, nor those handled by delivery persons, couriers, or the US Postal Service.

DRUG FREE WORKPLACE: All Proposers/Bidders shall submit the enclosed, duly signed and notarized form entitled "Drug Free Workplace Certificate". The Drug Free Workplace Vendor shall have the burden of demonstrating that his program complies with Section 287.087 of the Florida Statutes, and any other applicable state law.

THE CITY OF WILDWOOD, is a political subdivision of the State of Florida, and reserves the right to cancel an RFQ and to reject any and/or all submittals, reserve the right to waive any and all informalities or irregularities, to re-advertise with either the identical or revised specifications, and reserve the right to award contracts and/or in the best interest of the City. Submittals not meeting stated minimum terms and qualifications may be rejected by the City as non-responsive. The City reserves the right to reject any or all submittals without cause. The City reserves the right to reject the submission of any Vendor in arrears or in default upon any debt or contract to the City, or who has failed to perform faithfully any previous contract with the City's or with other governmental agencies.

PUBLIC RECORDS LAW: Correspondence, materials and documents received pursuant to this RFQ/BID become public records subject to the provisions of Chapter 119, Florida Statutes.

VERIFICATION OF TIME: Verizon time is hereby established as the Official Time of the City's.

PREPARATION OF PROPOSALS/BIDS:

Signature of the Bidder: The Bidder must sign the RFQ/BID FORMS in the space provided for the signature. If the Proposer/Bidder is an individual, the words "doing business as" must appear beneath such signature. In the case of a partnership, the signature of at least one of the partners must follow the firm name and the words, "Member of the Firm" should be written beneath such signature. If the Proposer/Bidder is a corporation, the title of the officer signing the RFQ/BID on behalf of the corporation must be stated and evidence of his authority to sign the RFQ/BID must be submitted. The Proposer/Bidder shall state in the RFQ/BID FORMS the name and address of each person interested therein.

Basis for Bidding: The price proposed for each item shall be on a lump sum or unit price basis according to specifications on the RFP/RFQ/BID FORM. The proposed prices shall remain unchanged for the duration of the Contract and no claims for cost escalation during the progress of the work will be considered, unless otherwise provided herein.

Total Proposed Price/Total Contract Sum Proposed: If applicable, the total price bid for the work shall be the aggregate of the lump sum prices proposed and/or unit prices multiplied by the appropriate estimated quantities for the individual items and shall be stated in figures in the appropriate place on the RFP/RFQ/BID FORM. If there is a discrepancy on the RFP/RFQ/BID FORM due to unit price extensions or additions, the corrected extensions and additions shall be used to determine the project bid amount.

TABULATION: Those wishing to receive an official tabulation of the results of the opening of this RFP/RFQ/BID are to submit a self-addressed, stamped business size (No. 10) envelope, prominently marked on the front lower left side, with the RFQ Identification. Tabulation requested by telephone, fax or electronic media will not be accepted.

OBLIGATION OF WINNING BIDDER: The contents of the RFP/RFQ/BID of the successful proposer/bidder will become contractual obligations if acquisition action ensues. Failure of the successful Proposer/Bidder to accept these obligations in a contract may result in cancellation of the award and such vendor may be removed from future participation.

AWARD OF BID: It is the City's intent to select a vendor within **sixty (60) calendar days** of the deadline for receipt of Proposals/Qualifications/Bids. However, Proposals/Qualifications/Bids must be firm and valid for award for at least **ninety (90) calendar days** after the deadline for receipt of the RFP/RFQ/BID.

ADDITIONAL REQUIREMENTS: The firms shall furnish such additional information as the City may reasonably require. This includes information which indicates financial resources as well as ability to provide the services. The City reserves the right to make investigations of the qualifications of the firm as it deems appropriate.

PREPARATION COSTS: The City shall not be obligated or be liable for any costs incurred by Proposers/Bidders prior to issuance of a contract. All costs to prepare and submit a response to this RFP/RFQ/BID shall be borne by the Proposer/Bidder.

TIMELINESS: All work will commence upon authorization from the City's representative. All work will proceed in a timely manner without delays. The Consultant shall commence the work UPON RECEIPT OF NOTICE TO PROCEED and/or ORDER PLACED (PURCHASE ORDER PRESENTED) and shall deliver in accordance to the terms and conditions outlined and agreed upon herein.

DELIVERY: All prices shall be FOB Destination, Sumter County, Florida, inside delivery unless otherwise specified.

ADDITIONAL SERVICES/PURCHASES BY OTHER PUBLIC AGENCIES ("PIGGY-BACK"):

The Vendor by submitting a Bid acknowledges that other Public Agencies may seek to "Piggy-Back" under the same terms and conditions, during the effective period of any resulting contract – services and/or purchases being offered in this Bid, for the same prices and/or terms proposed. Vendor has the option to agree or disagree to allow contract Piggy-Backs on a case-by-case basis. Before a Public Agency can Piggy-Back any contract, the Agency must first obtain the vendor's approval – without the vendor's approval, the seeking Agency cannot Piggy-Back.

PLANS, FORMS & SPECIFICATIONS: Bid Packages are available from the City Clerk. These packages are available for pickup or by mail. If requested to mail, the Proposer/Bidder must supply a courier account number (UPS, FedEx, etc.). Proposers/Bidders are required to use the official RFP/RFQ/BID FORMS, and all attachments itemized herein, are to be submitted as a single document. Any variation from the minimum specifications must be clearly stated on the RFQ/BID FORM and/or Exceptions/Deviations Sheet(s). Only one set of plans, forms, and specifications will be furnished each company or corporation interested in submitting a Proposals/Bid. RFQ/BID FORM documents for this project are free of charge and are available on-line and are downloadable.

MANUFACTURER'S NAME AND APPROVED EQUIVALENTS: Any manufacturer's names, trade names, brand names, information and/or catalog numbers listed in a specification are for information and not intended to limit competition unless otherwise indicated. The Proposer/Bidder may offer any brand for which he is an authorized representative, which meets or exceeds the RFP/RFQ/BID specification for any item(s). If RFQ's/BID's are based on equivalent products, indicate on the RFP/RFQ/BID FORM the manufacturer's product name and literature, and/or complete specifications. Reference to literature submitted with a previous RFP/RFQ/BID will not satisfy this provision. The Proposer/Bidder shall explain in detail the reason(s) why the proposed equivalent will meet the specifications and not be considered an exception thereto. RFP/RFQ's/BID's which do not comply with these requirements are subject to rejection. RFP/RFQ's/BID's lacking any written indication of intent to quote an alternate brand will be received and considered in complete compliance with the specifications as listed on the RFQ/BID FORM. The City is to be notified, in writing, of any proposed changes in materials used, manufacturing process, or construction. However, changes shall not be binding upon the City unless evidenced by a Change Notice issued and signed by the City or designated representative.

QUANTITIES: The quantities as specified in this RFP/RFQ/BID are estimates only and are not to be construed as guaranteed minimums.

SAMPLES: Samples of items, when called for, shall be furnished free of expense, and if not destroyed may, upon request, be returned at the Proposer's/Bidder's expense. Each sample shall be labeled with the Proposer's/Bidder's name, manufacturer brand name and number, RFP/RFQ/BID number and item reference. Samples of successful Proposer's/Bidder's items may remain on file for the term of the contract. Request for return of samples shall be accompanied by instructions which include shipping authorization and must be received at time of opening. Samples not returned may be disposed of by the City within a reasonable time as deemed appropriate.

DOCUMENT RE-CREATION: Vendor may choose to re-create any document(s) required for this solicitation but must do so at his own risk. All required information in the original City format must be included in any re-created document. Submittals may be deemed non-responsive if required information is not included in any re-created document.

ACKNOWLEDGED:



March 31, 2023
(Signature and Date)

*This document must be completed and returned
with your Submittal*

HOLD HARMLESS AGREEMENT

The Consultant agrees to hold the City of Wildwood harmless against all claims for bodily injury, sickness, disease, death or personal injury or damage to property or loss of use resulting there from, arising out of the agreement, to the extent that such claims are attributable, in whole or in part, to a negligent act or omission by the Consultant.

The Consultant shall purchase and maintain workers' compensation insurance for all workers' compensation insurance and employers' liability in accordance with Florida Statute Chapter 440.

The Consultant shall also purchase any other coverage required by law for the benefit of employees.

Required insurance shall be documented in Certificates of Insurance and shall be provided to the City representative requesting the service.

By signature upon this form the Consultant stipulates that he/she agrees to the Hold Harmless Agreement, and to abide by all insurance requirements.

Halff Associates, Inc.

Consultant-Print Name



Signature

Engineering Continuing
Professional Services

Project Name

March 31, 2023

Date

The effective date of this Hold Harmless Agreement shall be for the duration of this project.

This document must be completed and returned with your Submittal

DRUG FREE WORKPLACE CERTIFICATE

I, the undersigned, in accordance with Florida Statute 287.087, hereby certify that,

Halff Associates, Inc.

(print or type name of firm)

- Publishes a written statement notifying that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace named above, and specifying actions that will be taken against violations of such prohibition.
- Informs employees about the dangers of drug abuse in the work place, the firm's policy of maintaining a drug free working environment, and available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug use violations.
- Gives each employee engaged in providing commodities or contractual services that are under RFQ or bid, a copy of the statement specified above.
- Notifies the employees that as a condition of working on the commodities or contractual services that are under RFQ or bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, please or guilty or nolo contendere to, any violation of Chapter 1893, or of any controlled substance law of the State of Florida or the United States, for a violation occurring in the work place, no later than five (5) days after such conviction, and requires employees to sign copies of such written (*) statement to acknowledge their receipt.
- Imposes a sanction on, or requires the satisfactory participation in, a drug abuse assistance or rehabilitation program, if such is available in the employee's community, by any employee who is so convicted.
- Makes a good faith effort to continue to maintain a drug free work place through the implementation of the drug free workplace program.
- "As a person authorized to sign this statement, I certify that the above named business, firm or corporation complies fully with the requirements set forth herein".


Authorized Signature

March 31, 2023

Date Signed

State of: Florida

County of: Lake

Sworn to and subscribed before me this 31st day of March, 2023

Personally known X or Produced Identification _____
(Specify Type of Identification)

Lisa Jane Longtin
Signature of Notary

My Commission Expires Apr. 10, 2026

(seal)



This document must be completed and returned with your Submittal

**SWORN STATEMENT TO SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES FORM**

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

1. This sworn statement is submitted to City of Wildwood
By Robert Ern, Jr, PE, DBIA Principal-in-Charge
{print individual's name and title}

for Halff Associates, Inc.
{print name of entity submitting sworn statement}

whose business address is 902 North Sinclair Avenue, Tavares, Florida 32778

and (if applicable) its Federal Employer Identification Number (FEIN) is 75-1308699 (If the entity has no FEIN, include the Social Security Number of the individual signing this sworn statement: _____.)

2. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), **Florida Statutes**, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or of the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or an agency or political subdivision of any other state or of the United States and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
3. I understand that "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), **Florida Statutes**, means a finding of guilt or a conviction of a public entity crime, with or without adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
4. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), **Florida Statutes**, means:
- a. A predecessor or successor of a person convicted of a public entity crime; or
 - b. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The ownership by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.
 - c. I understand that a "person" as defined in Paragraph 287.133(1)(e), **Florida Statutes**, means any natural person or entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts for the provision of goods or services let by a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
 - d. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. {indicate which statement applies.}

☒ Neither the entity submitting this sworn statement, nor any of its officers, directors, executives, partners,

shareholders, employees, members, or agents who are active in the management of the entity, nor any affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____. The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989.

_____. The entity submitting this sworn statement, or one or more of its officers, directors, executives, partners, shareholders, employees, members, or agents who are active in the management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989. However, there has been a subsequent proceeding before a Hearing Officer of the State of Florida, Division of Administrative Hearings and the Final Order entered by the Hearing Officer determined that it was not in the public interest to place the entity submitting this sworn statement on the convicted vendor list. **{attach a copy of the final order}**

I UNDERSTAND THAT THE SUBMISSION OF THIS FORM TO THE CONTRACTING OFFICER FOR THE PUBLIC ENTITY IDENTIFIED IN PARAGRAPH 1 (ONE) ABOVE IS FOR THAT PUBLIC ENTITY ONLY AND, THAT THIS FORM IS VALID THROUGH DECEMBER 31 OF THE CALENDAR YEAR IN WHICH IT IS FILED. I ALSO UNDERSTAND THAT I AM REQUIRED TO INFORM THE PUBLIC ENTITY PRIOR TO ENTERING INTO A CONTRACT IN EXCESS OF THE THRESHOLD AMOUNT PROVIDED IN SECTION 287.017, FLORIDA STATUTES FOR CATEGORY TWO OF ANY CHANGE IN THE INFORMATION CONTAINED IN THIS FORM.


{signature}

March 31, 2023

{date}

State of Florida

County of Lake

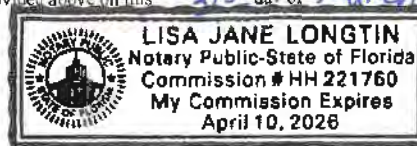
PERSONALLY APPEARED BEFORE ME, the undersigned authority, Robert A. Ern, who after first being sworn by me, affixed his/her signature in the space provided above on this 21st day of March, 2023

Attest: Lisa Jane Longtin

Notary Public

My commission expires: Apr. 10, 2026

(Notary Seal)



This document must be completed and returned with your Submittal

Conflict of Interest Disclosure Form

I HEREBY CERTIFY that

2. I (printed name) Robert Ern, Jr., PE, DBIA am the
 (title) Principal-in-Charge and the duly authorized representative of the firm of (Firm Name)
Halff Associates Inc. whose address is
902 North Sinclair Avenue, Tavares, Florida 32778
 and that I possess the legal authority to make this affidavit on behalf of myself and the firm for which I
 am acting; and,

2. Except as listed below, no employee, officer, or agent of the firm have any conflicts of interest, real or apparent, due to ownership, other clients, contracts, or interests associated with this project: and,

3. This bid qualification is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a bid qualification for the same services, and is in all respects fair and without collusion or fraud.

EXCEPTIONS (List)

Signature: 

Printed Name: Robert Ern, Jr., PE, DBIA

Firm Name: Halff Associates, Inc.

Date: March 31, 2023

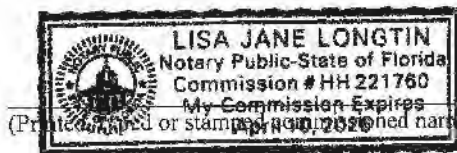
State of Florida

County of Lake

Sworn to and subscribed before me this 31st day of March 20 23

Personally Known X
 OR Produced Identification _____, Type of Identification _____

My Commission Expires Apr. 10, 2024



(Printed, typed or stamped name of notary)

Lisa Jane Longtin

THIS FORM MUST BE COMPLETED AND RETURNED WITH YOUR QUALIFICATIONS PACKAGE

Client#: 98667

HALFASSO

ACORD™**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)

7/19/2022

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

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

PRODUCER Greyling Ins. Brokerage/EPIC 3780 Mansell Road, Suite 370 Alpharetta, GA 30022	CONTACT NAME: Rebecca Egan PHONE (A/C, No, Ext): 770-670-5355 FAX (A/C, No): E-MAIL ADDRESS: rebecca.egan@greyling.com														
INSURED Halff Associates, Inc. 1201 N. Bowser Richardson, TX 75081	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : National Union Fire Ins. Co.</td> <td>19445</td> </tr> <tr> <td>INSURER B : The Continental Insurance Company</td> <td>35289</td> </tr> <tr> <td>INSURER C : New Hampshire Ins. Co.</td> <td>23841</td> </tr> <tr> <td>INSURER D : Allied World Surplus Lines Ins</td> <td>24319</td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : National Union Fire Ins. Co.	19445	INSURER B : The Continental Insurance Company	35289	INSURER C : New Hampshire Ins. Co.	23841	INSURER D : Allied World Surplus Lines Ins	24319	INSURER E :		INSURER F :	
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INSURER F :															

COVERAGES**CERTIFICATE NUMBER: 22-23****REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:			GL5856923	08/01/2022	08/01/2023	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$500,000 MED EXP (Any one person) \$25,000 PERSONAL & ADV INJURY \$2,000,000 GENERAL AGGREGATE \$4,000,000 PRODUCTS - COMP/OP AGG \$4,000,000 \$
A	AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY			CA5717893	08/01/2022	08/01/2023	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☐ EXCESS LIAB ☒ RETENTION \$10,000			7034027549	08/01/2022	08/01/2023	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☒ Y ☒ N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	WC014195843	08/01/2022	08/01/2023	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
D	Professional Liability incl. Pollution			03113813	08/01/2022	08/01/2023	Per Claim \$1,000,000 Aggregate \$2,000,000

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

When certificate holder is shown, that certificate holder can be named as an Additional Insured on a primary and non-contributory basis with respects to General Liability and Automobile Liability, as required by written contract. A waiver of subrogation also applies as required by written contract. Umbrella policy follows Auto and General Liability policies.

CERTIFICATE HOLDER**CANCELLATION**

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