# HISTORIC TOWN OF EATONVILLE, FLORIDA
# REGULAR COUNCIL WORKSHOP AGENDA

**Tuesday, December 01, 2026, at 6:30 PM**

**Town Hall - 307 E Kennedy Blvd**

**Please note that the HTML versions of the agenda and agenda packet may not reflect changes or amendments made to the agenda.**

## I. CALL TO ORDER

## II. CITIZEN PARTICIPATION (Three minutes strictly enforced)

## III. COUNCIL DISCUSSION

1. Discussion of Adopting An Agenda Development Policy, Attached Hereto As Exhibit A, Establishing Procedures For The Submission, Review, Preparation, And Consideration Of Town Council Agenda Items **(Administration)**
2. Discussion of Use Of Artificial Intelligence (AI) **(Randolph)**
3. Discussion of the Lake King Stormwater Resiliency, Flood Mitigation and Wetland Restoration Project – Engineering Consultant Selection **(Public Works)**

## IV. COMMENTS

4. Staff Comments

## V. ADJOURNMENT

*The Town of Eatonville is subject to the Public Records Law. Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.*

****PUBLIC NOTICE****

*This is a Public Meeting, and the public is invited to attend. This Agenda is subject to change. Please be advised that one (1) or more Members of any of the Town's Advisory Boards/Committees may attend this Meeting and may participate in discussions. Any person who desires to appeal any decision made at this meeting will need a verbatim record of the proceedings and for this purpose may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is to be based – per Section 286.0105 Florida Statutes. Persons with disabilities needing assistance to participate in any of these proceedings should contact the Town of Eatonville at (407) 623-8910 "at least 48 hours prior to the meeting, a written request by a physically handicapped person to attend the meeting, directed to the chairperson or director of such board, commission, agency, or authority" - per Section 286.26*

# HISTORIC TOWN OF EATONVILLE, FLORIDA

## TOWN COUNCIL WORKSHOP

## DECEMBER 1, 2026, AT 6:30 PM

## Cover Sheet

***NOTE** Please do not change the formatting of this document (font style, size, paragraph spacing etc.)*

**ITEM TITLE:** Discussion of Adopting An Agenda Development Policy, Attached Hereto As Exhibit A, Establishing Procedures For The Submission, Review, Preparation, And Consideration Of Town Council Agenda Items **(Administration)**

**TOWN COUNCIL ACTION:**

| | | |
|---|---|---|
| **PROCLAMATIONS, AWARDS, AND PRESENTATIONS** | | **Department:** ADMINISTRATION |
| **INTRODUCTIONS** | | **Exhibits:**<br>• Draft Resolution |
| **CONSENT AGENDA** | | |
| **COUNCIL DISCUSSION** | YES | |
| **ADMINISTRATIVE** | | |

**REQUEST:** Request Discussion of The Town Council of the Town of Eatonville, To Discuss Adopting An Agenda Development Policy, Attached Hereto As Exhibit A, Establishing Procedures For The Submission, Review, Preparation, And Consideration Of Town Council Agenda Items.

**SUMMARY:** The Town Council of the Town of Eatonville, Florida (the "Town"), has authority to establish rules governing the conduct of its meetings and the order of its business pursuant to Section 2.10(b) of the Town Charter; and recognizes the importance of a consistent agenda development process that provides sufficient time for administrative, fiscal, and legal review, ensures Councilmembers and the public receive relevant information before matters are considered, and preserves flexibility for routine and urgent matters..

**RECOMMENDATION:** Recommend Discussion of The Town Council of the Town of Eatonville, o Discuss Adopting An Agenda Development Policy, Attached Hereto As Exhibit A, Establishing Procedures For The Submission, Review, Preparation, And Consideration Of Town Council Agenda Items..

**FISCAL & EFFICIENCY DATA:** N/A

**RESOLUTION NO. 2026-___**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EATONVILLE, FLORIDA, ADOPTING AN AGENDA DEVELOPMENT POLICY, ATTACHED HERETO AS EXHIBIT A, ESTABLISHING PROCEDURES FOR THE SUBMISSION, REVIEW, PREPARATION, AND CONSIDERATION OF TOWN COUNCIL AGENDA ITEMS; REPEALING RESOLUTION NO. 2022-60; PROVIDING FOR IMPLEMENTATION AND TRANSITION; PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

**WHEREAS**, the Town Council of the Town of Eatonville, Florida (the "Town"), has authority to establish rules governing the conduct of its meetings and the order of its business pursuant to Section 2.10(b) of the Town Charter; and

**WHEREAS,** on October 18, 2022, the Town Council adopted Resolution No. 2022-60, establishing deadlines for submitting agenda items and distributing agenda materials; and

**WHEREAS,** the Town Council recognizes the importance of a more deliberate agenda development process that provides sufficient time for administrative, fiscal, and legal review, ensures Councilmembers and the public receive relevant information before matters are considered, and preserves flexibility for routine and urgent matters.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EATONVILLE, FLORIDA:**

**SECTION 1. INCORPORATION OF RECITALS.** The foregoing recitals are hereby incorporated into and made a part of this Resolution.

**SECTION 2. ADOPTION OF AGENDA DEVELOPMENT POLICY.** The Town Council hereby adopts the Agenda Development Policy attached hereto as Exhibit A and incorporated herein by reference.

**SECTION 3. IMPLEMENTATION.** The Town Clerk and Chief Administrative Officer are authorized to take such actions as may be necessary to implement the Agenda Development Policy in accordance with its terms, applicable law, and the direction of the Town Council, including establishing forms and electronic or manual procedures for submitting, routing, reviewing, and approving agenda items. The Town Attorney shall provide legal review and assistance as provided in Exhibit A.

**SECTION 4. REPEAL OF RESOLUTION NO. 2022-60; CONFLICTS.** Resolution No. 2022-60 is hereby repealed, effective on the date the submission deadlines first apply under Section 8 of Exhibit A. Until that date, agenda items shall continue to be submitted under Resolution No. 2022-60. All other resolutions or portions of resolutions in conflict with this Resolution are hereby repealed to the extent of such conflict.

**SECTION 5. SEVERABILITY.** If any provision of this Resolution or the Agenda Development Policy attached as Exhibit A is held invalid or unenforceable by a court of competent jurisdiction, such determination shall not affect the validity or enforceability of the remaining provisions.

**SECTION 6. EFFECTIVE DATE.** This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the Town Council of the Town of Eatonville, Florida, this _____ day of _____, 20__.

ATTEST: **TOWN OF EATONVILLE, FLORIDA**

_____ By: _____
Veronica King, Town Clerk Ruthi Critton, Mayor

APPROVED AS TO FORM AND LEGALITY:
For the use and reliance of the
Town of Eatonville, Florida, only.

_____
Endow Law, as Town Attorney

# EXHIBIT A
# AGENDA DEVELOPMENT POLICY

## SECTION 1. PURPOSE AND SCOPE

This Policy establishes procedures for the submission, review, preparation, and consideration of items placed on the Town Council's workshop and meeting agendas. It is intended to provide sufficient time for administrative, fiscal, and legal review; ensure Councilmembers and the public receive relevant information in advance; and support an efficient agenda development process.

This Policy applies to proposed agenda items submitted by Councilmembers (including the Mayor), the Chief Administrative Officer, and Town departments. Nothing in this Policy limits the Town Council's authority under Section 2.10(b) of the Town Charter or supersedes applicable legal notice, hearing, or voting requirements. This Policy applies to Town Council workshops and meetings. Other Town boards and committees may adopt these procedures by their own resolution or rules.

## SECTION 2. ROLES AND RESPONSIBILITIES

The Town Council retains authority over its rules of procedure and order of business under Section 2.10(b) of the Town Charter.

The Town Clerk coordinates receipt of agenda item requests, maintains the agenda calendar, prepares and distributes meeting agendas and supporting materials, and coordinates meeting notices, consistent with Section 3.02 of the Town Charter.

The Chief Administrative Officer coordinates administrative review of proposed agenda items and obtains input from appropriate Town departments, including Finance where fiscal review is needed, consistent with Section 3.04 of the Town Charter.

The Town Attorney reviews proposed ordinances, resolutions, contracts, and other matters requiring legal review and advises on legal compliance, consistent with Section 3.03 of the Town Charter.

Councilmembers and Town departments may submit proposed items through the Town Clerk in accordance with this Policy. Town departments shall submit items with the approval of the Chief Administrative Officer.

## SECTION 3. AGENDA ITEM SUBMISSION AND DEADLINES

**A. Submission Requirements.** Proposed agenda items shall be submitted to the Town Clerk as a complete submission, including the agenda item cover sheet, a description of the requested action, any proposed resolution, ordinance, or contract, and available supporting materials. Submissions may be made electronically. The Town Clerk shall route each submission to the Chief Administrative Officer and Town Attorney as appropriate.

**B. Standard Submission Deadline.** Items requiring substantive administrative, fiscal, or legal review shall be submitted at least twenty-one (21) calendar days before the proposed Council workshop.

**C. Classification and Review.** The Chief Administrative Officer shall identify any administrative or fiscal review needed for a proposed agenda item, and the Town Attorney shall identify any necessary legal review or statutory requirements. After receiving an item, the Town Clerk shall

promptly notify the Councilmember or Town department that submitted it of (1) the workshop or Council meeting at which the item is expected to be considered, based on the date it was submitted, and (2) any additional materials needed. If the item cannot be included on the requested workshop agenda, the Town Clerk shall explain the reason and identify the next anticipated workshop date. A Councilmember who disputes the proposed scheduling may request Council direction at a properly noticed meeting. Staff review and scheduling recommendations shall not displace the Council's authority under Section 2.10(b) of the Town Charter.

**D. Routine Items.** Routine items may be submitted at least seven (7) calendar days before the scheduled meeting. A routine item is an item that is procedural or administrative in nature, is not expected to be controversial, does not depart from past Council direction or policy, and does not require a public hearing or substantive administrative, fiscal, or legal review, such as proclamations and receipt of informational reports. The Chief Administrative Officer and Town Attorney shall identify any additional review needed within their respective areas of responsibility. Items requiring such review shall follow subsection B. An item shall not be treated as routine solely because it is presented as a resolution or has previously been discussed.

**E. Minutes.** Minutes of a Council meeting shall be placed on the agenda no later than the second regular Council meeting of the following month.

**F. Ordinances and Public Hearings.** Proposed ordinances, public hearings, and other items requiring statutory notice shall ordinarily be submitted at least twenty-one (21) calendar days before the proposed workshop or initial hearing. The Town Clerk, in consultation with the Town Attorney, shall establish an earlier item-specific deadline when necessary to comply with applicable law, including Section 166.041, Florida Statutes, and any required notice, readings, hearing procedures, or business impact estimate. The twenty-one-day period is an internal submission standard and does not shorten any statutory period.

**G. Resubmitted Items.** An item previously reviewed under this Policy that is resubmitted without material change, such as for reconsideration, is not subject to the twenty-one (21) day deadline in subsection B if the Town Attorney confirms that no further legal review is needed. The item shall be submitted by the routine item deadline. A material change is any change other than a clerical or formatting correction. All applicable notice, reading, and hearing requirements continue to apply.

**H. Late and Urgent Items.** Items submitted after the applicable deadline shall be handled under Section 7 of this Policy.

**I. Computing Deadlines.** If a deadline under this Policy falls on a weekend or Town holiday, it moves to the preceding business day. The deadlines for each meeting shall be shown on the agenda development calendar under Section 8.

## SECTION 4. AGENDA ITEM REVIEW AND SUPPORTING MATERIALS

Proposed agenda items shall include a brief description of the matter, the requested Council action, and available supporting documents.

Before an item is placed on a workshop or meeting agenda, the Chief Administrative Officer shall coordinate necessary departmental and fiscal review, and the Town Attorney shall review matters requiring legal analysis or preparation of legal documents. No item shall be published on an agenda until this review is complete.

Agenda materials shall identify, as applicable, the purpose of the proposed action, its anticipated fiscal impact, relevant legal requirements, and supporting documents needed for informed Council consideration.

Council workshops are public meetings subject to Section 286.011, Florida Statutes. Workshop agendas shall describe each proposed item with reasonable specificity. Available supporting materials shall be distributed to Councilmembers and made available to the public in accordance with the Town's established agenda publication procedures and applicable law.

The Town Clerk shall distribute the agenda and supporting materials to the Town Council, and make them available to the public, at least seven (7) calendar days before each scheduled workshop and regular Council meeting.

The Town Clerk shall coordinate preparation and distribution of agenda materials in accordance with the Town Charter, applicable law, and established Town procedures.

## SECTION 5. WORKSHOP REVIEW AND COUNCIL CONSIDERATION

Agenda items requiring substantive Council consideration shall ordinarily be presented at a Council workshop before being placed on a regular Council meeting agenda for action. Such items generally include proposed ordinances, new or materially revised Town policies, significant contracts or expenditures, budget amendments, and other matters involving substantial policy, fiscal, or legal considerations.

The Chief Administrative Officer and Town Attorney shall recommend whether an item requires workshop review within their respective areas of responsibility. The Town Council retains authority to determine whether an item is considered at a workshop or regular meeting under Section 2.10(b) of the Town Charter.

Following workshop discussion and completion of any necessary revisions or additional review, the item may be scheduled for consideration at a regular Council meeting held on a later date than the workshop, subject to applicable notice, hearing, and public participation requirements. Routine items and emergency agenda items under Section 7 may be considered at the regular meeting held the same evening.

Items ready for action following workshop discussion may be placed on the consent agenda under Section 6. Items requiring further discussion or separate action shall be placed on the regular agenda. Routine items and matters qualifying under Section 7 may be considered without prior workshop review, as permitted by law.

## SECTION 6. CONSENT AGENDA

Items discussed at a prior Council workshop and determined to be ready for action may be placed on the consent agenda for consideration at a regular Council meeting held on a later date than the workshop, provided they do not require a separate public hearing or other procedure inconsistent with consent consideration.

The consent agenda may also include routine administrative matters that do not require further Council discussion. Placement on the consent agenda is not automatic. The Chief Administrative Officer and Town Attorney, in coordination with the Town Clerk, shall determine whether an item is placed on the consent agenda or the regular agenda.

At the request of any Councilmember, an item shall be removed from the consent agenda and moved to the regular agenda of the same meeting for separate discussion and vote.

Items remaining on the consent agenda may be approved by a single Council vote, subject to applicable law and Town meeting procedures. Members of the public may address consent agenda items during the public comment period held before the consent agenda vote. Placement on the consent agenda shall not eliminate the public's opportunity to be heard when required by Section 286.0114, Florida Statutes, or any applicable public hearing requirement.

## SECTION 7. LATE SUBMISSIONS AND EMERGENCY AGENDA ITEMS

**A. Late Submissions.** Agenda items submitted after the applicable deadline shall ordinarily be scheduled for a subsequent workshop or Council meeting. The Town Clerk shall coordinate with the Chief Administrative Officer and Town Attorney to determine appropriate scheduling and notify the Councilmember or Town department that submitted the item.

**B. Emergency Agenda Items.** An emergency agenda item is an item that cannot wait for the deadlines in Section 3 because the delay would: (1) create an immediate threat to public health, safety, or welfare; (2) cause substantial damage to or loss of Town property, or a substantial financial loss, penalty, or loss of funding to the Town; or (3) cause the Town to miss a deadline set by law, court order, grant, contract, or another government agency, or stop an essential Town service or administrative function that cannot lawfully continue without Council approval.

The Councilmember or Town department requesting the item shall give the Town Clerk a brief written explanation of why it cannot wait, along with any supporting materials. An item is not an emergency only because it was submitted late or is otherwise time-sensitive. An emergency agenda item may be considered only if at least three (3) members of the Town Council, when approving the meeting agenda, agree that it meets this definition. The reason shall be stated on the record. An emergency agenda item may be workshopped and decided at the same meeting. This Section does not change the emergency meeting requirements of Section 2.10(a) of the Town Charter.

**C. Compliance With Law.** Nothing in this Section waives any applicable notice, hearing, public participation, or voting requirement.

**D. Special Meetings.** Items considered at a special meeting called under Section 2.10(a) of the Town Charter shall be limited to the purposes stated in the call. The submission deadlines in Section 3 do not apply. To the extent practicable given the notice period, items shall be submitted to the Town Clerk with supporting materials and reviewed by the Chief Administrative Officer and Town Attorney before the meeting, and materials shall be provided to the Town Council and made available to the public as soon as available.

## SECTION 8. IMPLEMENTATION AND ADMINISTRATION

The Town Clerk, in coordination with the Chief Administrative Officer and Town Attorney, shall establish and maintain an agenda development calendar for each year, consistent with this Policy and applicable law. The calendar shall identify submission deadlines for substantive and routine items, packet distribution dates, and scheduled workshops and Council meetings, and shall be updated when meeting dates change. The calendar shall be provided to the Town Council.

This Policy becomes effective upon adoption of the Resolution. The submission deadlines in Section 3 first apply to items for the February 2, 2027 Council meeting, or the first regular Council

meeting held at least seven (7) weeks after adoption, whichever is later. Until then, agenda items shall continue to be submitted under Resolution No. 2022-60.

The Town Council may amend this Policy by resolution as necessary to address operational needs or improve the agenda development process.

**RESOLUTION NO. 2026-___**

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**SECTION 5. SEVERABILITY.** If any provision of this Resolution or the Agenda Development Policy attached as Exhibit A is held invalid or unenforceable by a court of competent jurisdiction, such determination shall not affect the validity or enforceability of the remaining provisions.

**SECTION 6. EFFECTIVE DATE.** This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the Town Council of the Town of Eatonville, Florida, this _____ day of _____, 20__.

ATTEST: **TOWN OF EATONVILLE, FLORIDA**

_____ By: _____

Veronica King, Town Clerk Ruthi Critton, Mayor

APPROVED AS TO FORM AND LEGALITY:
For the use and reliance of the
Town of Eatonville, Florida, only.

_____

Endow Law, as Town Attorney

# EXHIBIT A
# AGENDA DEVELOPMENT POLICY

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promptly notify the Councilmember or Town department that submitted it of (1) the workshop or Council meeting at which the item is expected to be considered, based on the date it was submitted, and (2) any additional materials needed. If the item cannot be included on the requested workshop agenda, the Town Clerk shall explain the reason and identify the next anticipated workshop date. A Councilmember who disputes the proposed scheduling may request Council direction at a properly noticed meeting. Staff review and scheduling recommendations shall not displace the Council's authority under Section 2.10(b) of the Town Charter.

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**G. Resubmitted Items.** An item previously reviewed under this Policy that is resubmitted without material change, such as for reconsideration, is not subject to the twenty-one (21) day deadline in subsection B if the Town Attorney confirms that no further legal review is needed. The item shall be submitted by the routine item deadline. A material change is any change other than a clerical or formatting correction. All applicable notice, reading, and hearing requirements continue to apply.

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## SECTION 5. WORKSHOP REVIEW AND COUNCIL CONSIDERATION

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The consent agenda may also include routine administrative matters that do not require further Council discussion. Placement on the consent agenda is not automatic. The Chief Administrative Officer and Town Attorney, in coordination with the Town Clerk, shall determine whether an item is placed on the consent agenda or the regular agenda.

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## SECTION 7. LATE SUBMISSIONS AND EMERGENCY AGENDA ITEMS

**A. Late Submissions.** Agenda items submitted after the applicable deadline shall ordinarily be scheduled for a subsequent workshop or Council meeting. The Town Clerk shall coordinate with the Chief Administrative Officer and Town Attorney to determine appropriate scheduling and notify the Councilmember or Town department that submitted the item.

**B. Emergency Agenda Items.** An emergency agenda item is an item that cannot wait for the deadlines in Section 3 because the delay would: (1) create an immediate threat to public health, safety, or welfare; (2) cause substantial damage to or loss of Town property, or a substantial financial loss, penalty, or loss of funding to the Town; or (3) cause the Town to miss a deadline set by law, court order, grant, contract, or another government agency, or stop an essential Town service or administrative function that cannot lawfully continue without Council approval.

The Councilmember or Town department requesting the item shall give the Town Clerk a brief written explanation of why it cannot wait, along with any supporting materials. An item is not an emergency only because it was submitted late or is otherwise time-sensitive. An emergency agenda item may be considered only if at least three (3) members of the Town Council, when approving the meeting agenda, agree that it meets this definition. The reason shall be stated on the record. An emergency agenda item may be workshopped and decided at the same meeting. This Section does not change the emergency meeting requirements of Section 2.10(a) of the Town Charter.

**C. Compliance With Law.** Nothing in this Section waives any applicable notice, hearing, public participation, or voting requirement.

**D. Special Meetings.** Items considered at a special meeting called under Section 2.10(a) of the Town Charter shall be limited to the purposes stated in the call. The submission deadlines in Section 3 do not apply. To the extent practicable given the notice period, items shall be submitted to the Town Clerk with supporting materials and reviewed by the Chief Administrative Officer and Town Attorney before the meeting, and materials shall be provided to the Town Council and made available to the public as soon as available.

## SECTION 8. IMPLEMENTATION AND ADMINISTRATION

The Town Clerk, in coordination with the Chief Administrative Officer and Town Attorney, shall establish and maintain an agenda development calendar for each year, consistent with this Policy and applicable law. The calendar shall identify submission deadlines for substantive and routine items, packet distribution dates, and scheduled workshops and Council meetings, and shall be updated when meeting dates change. The calendar shall be provided to the Town Council.

This Policy becomes effective upon adoption of the Resolution. The submission deadlines in Section 3 first apply to items for the February 2, 2027 Council meeting, or the first regular Council

meeting held at least seven (7) weeks after adoption, whichever is later. Until then, agenda items shall continue to be submitted under Resolution No. 2022-60.

The Town Council may amend this Policy by resolution as necessary to address operational needs or improve the agenda development process.

# When Is My Agenda Item Due?

Town of Eatonville · 2027 Council Agenda Deadlines · Council meets the 1st & 3rd Tuesday of each month

DRAFT – FOR DISCUSSION

**Good news for routine items:** they would be due just **7 days** before the meeting, instead of the **11 days** required today. Only substantive items need more lead time, so staff, Finance, and legal can review them before they reach the Council.

## Example: the June 15 meeting

**Tue, May 25**
Substantive items due

**Tue, June 8**
Routine items due · packet goes out

**Tue, June 15**
Council meeting

| Council meeting | Substantive items due (21 days before) | Routine items due (7 days before) |
|---|---|---|
| **Tue, Feb 2** | Tue, Jan 12 | Tue, Jan 26 |
| **Tue, Feb 16** | Tue, Jan 26 | Tue, Feb 9 |
| **Tue, Mar 2** | Tue, Feb 9 | Tue, Feb 23 |
| **Tue, Mar 16** | Tue, Feb 23 | Tue, Mar 9 |
| **Tue, Apr 6** | Tue, Mar 16 | Tue, Mar 30 |
| **Tue, Apr 20** | Tue, Mar 30 | Tue, Apr 13 |
| **Tue, May 4** | Tue, Apr 13 | Tue, Apr 27 |
| **Tue, May 18** | Tue, Apr 27 | Tue, May 11 |
| **Tue, Jun 1** | Tue, May 11 | Tue, May 25 |
| **Tue, Jun 15** | Tue, May 25 | Tue, Jun 8 |
| **Tue, Jul 6** | Tue, Jun 15 | Tue, Jun 29 |

| Council meeting | Substantive items due (21 days before) | Routine items due (7 days before) |
|---|---|---|
| **Tue, Jul 20** | Tue, Jun 29 | Tue, Jul 13 |
| **Tue, Aug 3** | Tue, Jul 13 | Tue, Jul 27 |
| **Tue, Aug 17** | Tue, Jul 27 | Tue, Aug 10 |
| **Tue, Sep 7** | Tue, Aug 17 | Tue, Aug 31 |
| **Tue, Sep 21** | Tue, Aug 31 | Tue, Sep 14 |
| **Tue, Oct 5** | Tue, Sep 14 | Tue, Sep 28 |
| **Tue, Oct 19** | Tue, Sep 28 | Tue, Oct 12 |
| **Tue, Nov 2** | Tue, Oct 12 | Tue, Oct 26 |
| **Tue, Nov 16** | Tue, Oct 26 | Tue, Nov 9 |
| **Tue, Dec 7** | Tue, Nov 16 | Tue, Nov 30 |
| **Tue, Dec 21** | Tue, Nov 30 | Tue, Dec 14 |

## Which deadline applies?

**Substantive items** (21 days): ordinances, new or revised policies, significant contracts, budget amendments, and other items that need more substantive administrative, financial, or legal review. These are workshopped first, then voted on at a later meeting (not the same night), often on the consent agenda.

**Routine items** (7 days): procedural or administrative items that are not expected to be controversial and follow past Council direction or policy.

**Minutes** go on the agenda no later than the 2nd regular meeting of the following month.

**Emergencies** can still be added when the Council agrees they cannot wait, and may be workshopped and decided the same night.

**Weekends and holidays:** a deadline that falls on one moves to the business day before.

Proposed start: new deadlines begin with the Feb. 2, 2027 meeting. Meetings through Jan. 19, 2027 follow the current rule (Res. 2022-60: items due 11 days before). Meeting dates per the Town's 2026–2027 Meetings Public Notice, subject to change. Deadlines apply only if the Agenda Development Policy is adopted. Holidays per the Town-recognized 2027 holiday list.

# 2027 Agenda Deadline Calendar (Year View)

Town of Eatonville · Council meets the 1st & 3rd Tuesday of each month · Page 2

DRAF

## January 2027

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| | | | | | 1 | 2 |
| 3 | 4 | 5 M | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 S | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 M | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 S·R | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

## February 2027

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| | 1 | 2 M | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 S·R | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 M | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 S·R | 24 | 25 | 26 | 27 |
| 28 | | | | | | |

## March 2027 5 Tue

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| | 1 | 2 M | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 R | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 M·S | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 S·R | 31 | | | |

## April 2027

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 M | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 S·R | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 M | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 S·R | 28 | 29 | 30 | |

## May 2027

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| | | | | | | 1 |
| 2 | 3 | 4 M | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 S·R | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 M | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 S·R | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

## June 2027 5 Tue

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| | | 1 M | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 R | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 M·S | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 S·R | 30 | | | |

## July 2027

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 M | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 S·R | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 M | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 S·R | 28 | 29 | 30 | 31 |

## August 2027 5 Tue

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| 1 | 2 | 3 M | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 R | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 M·S | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 S·R | | | | |

## September 2027

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 M | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 S·R | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 M | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 S·R | 29 | 30 | | |

## October 2027

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| | | | | | 1 | 2 |
| 3 | 4 | 5 M | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 S·R | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 M | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 S·R | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

## November 2027 5 Tue

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| | 1 | 2 M | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 R | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 M·S | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 S·R | | | | |

## December 2027

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 M | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 R | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 M | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

### How to read this calendar

**M** **Council meeting** (workshop + regular meeting)

**R** **Routine items due & packet goes out** – 7 days before the meeting

**S·R** = two deadlines, two meetings: substantive items for the meeting 3 weeks later and routine items for the meeting 1 week later. **M·S** = meeting day that is also a substantive deadline.

**Example:** For the **June 15** meeting, substantive items are due **May 25** and routine items are due **June 8**.

**S** **Substantive items due** – 21 days before the workshop (ordinances, new policies, significant contracts, budget amendments)

Holiday (deadlines move to the business day before)

**Tip:** To find the deadlines for one specific meeting, use the table on page 1.

**Minutes** go on the agenda no later than the 2nd regular meeting of the following month.

Meeting dates per the Town's 2026–2027 Meetings Public Notice and subject to change. Gray "M" = January meetings, which follow the current rule (Res. 2022-60: items due 11 days before). Proposed: new deadlines start with the Feb. 2, 2027 meeting. New deadlines apply only if the Agenda Development Policy is adopted. Holidays shown are the Town-recognized 2027 holidays. "5 Tue" = month with five Tuesdays (longer gap between meetings).

# HISTORIC TOWN OF EATONVILLE, FLORIDA

# TOWN COUNCIL WORKSHOP

# DECEMBER 1, 2026, AT 6:30 PM

## Cover Sheet

***NOTE** Please do not change the formatting of this document (font style, size, paragraph spacing etc.)*

**ITEM TITLE:** Discussion of Use Of Artificial Intelligence (AI) **(Randolph)**

**TOWN COUNCIL ACTION:**

| | | |
|---|---|---|
| **PROCLAMATIONS, AWARDS, AND PRESENTATIONS** | | **Department:** LEGISLATIVE (Councilwoman Randolph) |
| **INTRODUCTIONS** | | **Exhibits:**<br>• Executive Summary & Additional Information |
| **CONSENT AGENDA** | | |
| **COUNCIL DISCUSSION** | YES | |
| **ADMINISTRATIVE** | | |

**REQUEST:** Discussion of The Town Council of The Town Of Eatonville, to discuss adopting a municipal usage policy for Town Employees, Departments, and Appointed Officials, including permitting, code enforcement, and law enforcement.

**SUMMARY:** There is no publicly documented workplace artificial intelligence (AI) policy for employees of the Town of Eatonville. This will establish a uniform standard policy for the responsible, transparent and lawful use of Artificial Intelligence (AI) tools across all Town of Eatonville Departments and municipal services.

Executive Summary - Artificial Intelligence (AI) tools are rapidly entering everyday administrative workflows across Florida's public and private sectors. While AI offers practical efficiencies for drafting, research, and administrative support, unguided use creates legal, privacy, and public-records exposure for the Town of Eatonville. The accompanying resolution establishes clear, proactive guardrails governing employee and official use of AI tools—with specialized safeguards for Permitting and Code Enforcement—before informal usage leads to statutory or operational compliance issues.

**RECOMMENDATION:** Staff and Council discussion of establishing a Town of Eatonville Municipal Workplace Artificial Intelligence Usage Policy, after review. Also, that the Eatonville Law Enforcement Agency use Artificial Intelligence submit to the same according to enforce strict limits within 30 days of this discussion date.

**FISCAL & EFFICIENCY DATA:** N/A

## 1. Executive Summary

Artificial Intelligence (AI) tools are rapidly entering everyday administrative workflows across Florida's public and private sectors. While AI offers practical efficiencies for drafting, research, and administrative support, unguided use creates legal, privacy, and public-records exposure for the Town of Eatonville. The accompanying resolution establishes clear, proactive guardrails governing employee and official use of AI tools—with specialized safeguards for **Permitting and Code Enforcement**—before informal usage leads to statutory or operational compliance issues.

---

## 2. Background & Florida Adoption Context

Across Florida, operational use of AI has significantly outpaced formal municipal governance:

- **Local Government Usage vs. Policy Gap:** According to the *CivicPlus 2026 State of AI in Local Governance Report*, **more than half** of surveyed municipal and county officials use AI tools at least a few times per month, yet **64%** operate without a formal AI policy, training program, or oversight framework. In municipalities with populations under 10,000, **86%** lack formal AI policies.
- **Florida Municipal Leadership Consensus:** A survey by the *Florida League of Cities (FLC)* found that **over 90% of Florida city managers** and **85% of elected officials** are supportive or cautiously open to municipal AI use, while **94% of city managers** identified sample policies and legal guidance as an immediate priority.
- **Statewide Public & Private Momentum:** Multiple Florida state agencies and counties have deployed AI for administrative review, invoicing, and constituent services, while approximately **58% to 61% of Florida's 3.3 million small businesses** (roughly 1.9 to 2 million businesses) actively utilize AI platforms.

Adopting a clear local policy places Eatonville ahead of the governance curve among Florida's smaller municipalities.

---

## 3. Key Provisions of the Proposed Policy

The proposed resolution protects the Town while allowing responsible, supervised efficiency gains:

1. **Approved Platforms & Authorization:** Restricts Town business to IT- and Administration-approved AI tools and prohibits entering municipal data into unvetted personal accounts.
2. **Data Privacy & Confidentiality:** Strictly prohibits uploading Personally Identifiable Information (PII), personnel or medical records, financial/banking data, confidential code enforcement complainant records, or attorney-client privileged materials into external AI models.
3. **Mandatory Human Oversight ("Human-in-the-Loop"):** Requires staff to independently verify every AI-assisted draft, citation, or summary and prohibits autonomous AI decision-making.
4. **Florida Sunshine & Public Records Compliance:** Clarifies that AI prompts and outputs related to Town business are subject to **Chapter 119, Florida Statutes** (Public Records) and prohibits Council, CRA, or advisory board members from using shared AI tools to deliberate outside noticed meetings under **§ 286.011, Florida Statutes** (Sunshine Law).
5. **Permitting and Code Enforcement Safeguards:** Prohibits automated citations, fine calculations, permit approvals/denials, or image alterations, and mandates human verification of all Florida Building Code and Town Code citations prior to issuing official notices.

# HISTORIC TOWN OF EATONVILLE, FLORIDA

## TOWN COUNCIL WORKSHOP

## DECEMBER 1, 2026, AT 6:30 PM

## Cover Sheet Cover Sheet

***NOTE** Please do not change the formatting of this document (font style, size, paragraph spacing etc.)*

**ITEM TITLE:** Discussion of the Lake King Stormwater Resiliency, Flood Mitigation and Wetland Restoration Project – Engineering Consultant Selection **(Public Works)**

**TOWN COUNCIL ACTION:**

| | | |
|---|---|---|
| **PROCLAMATIONS, AWARDS, AND PRESENTATIONS** | | **Department:** PUBLIC WORKS |
| **INTRODUCTIONS** | | **Exhibits:**<br>• Bid and Selection Information<br>• Proposal<br>• Pictures |
| **CONSENT AGENDA** | | |
| **COUNCIL DISCUSSION** | YES | |
| **ADMINISTRATIVE** | | |

**REQUEST:** Request Discussion surrounding the Approval of the Selection of GAI/CSG as the Engineering and Landscape Architect Team for the Lake King Stormwater Resiliency, Flood Mitigation and Wetland Restoration Project.

**SUMMARY:** Based on the competitive proposal information provided, the Town's selection committee recommended the GAI/CSG team, and Orange County, as the CDBG grantor, has formally approved both the CCNA procurement protocol and the committee's final recommendation. This request is requiring Council approval for the selection to move forward to the scope and fee negotiations.

**RECOMMENDATION:** Recommend Discussion surrounding the Approval of the Selection of GAI/CSG as the Engineering and Landscape Architect Team for the Lake King Stormwater Resiliency, Flood Mitigation and Wetland Restoration Project.

## RECOMMENDATION FOR CONSULTANT SELECTION

**Project:** Lake King Stormwater Resiliency, Flood Mitigation and Wetland Restoration Project

**RFQ No.:** 26-06-001
**Services:** Professional Engineering and Landscape Architecture Services

---

### 1. Background

The Town of Eatonville issued Request for Qualifications (RFQ) No. 26-06-001 to solicit professional engineering and landscape architecture services for the Lake King Stormwater Resiliency, Flood Mitigation and Wetland Restoration Project.

The project is intended to address stormwater conveyance and flooding concerns while incorporating wetland restoration, green infrastructure, resiliency improvements, and enhancements to surrounding park and recreational facilities. The selected consultant will provide professional services necessary to advance the project from preliminary analysis and design through permitting, preparation of construction documents, bidding, and construction administration, as applicable to the final negotiated scope of services.

The following six firms submitted proposals in response to the RFQ:

1. Beta Jones Group
2. Chen Moore and Associates
3. GAI Consultants – Community Solutions Group/Jacobs Engineering
4. Harris Civil Engineers, LLC
5. Metric Engineering
6. Spectra Engineering

### 2. Selection Committee

The Town appointed a Selection Committee composed of professionals with relevant technical, planning, public works, and grant administration experience. The committee members were:

- Allen Lane, P.E. – Town Engineer (CPH)

- Tara Salmarieri – Town Planner
- Mofoluso Murname – GCI, Water and Sewer Program Manager
- Valerie Mundy, P.E. – Public Works Director
- Dr. Cheryl Johnson – Grant Administrator

In accordance with the published RFQ evaluation criteria, the Selection Committee evaluated the written proposals on 9/15/26, and established the following average scores and rankings:

| Firm | Average Score | Rank |
|---|---|---|
| GAI Consultants/Community Solutions Group | 94.88 | 1 |
| Harris Civil Engineers, LLC | 89.16 | 2 |
| Metric Engineering | 88.08 | 3 |
| Spectra Engineering | 80.54 | 4 |
| Chen Moore and Associates | 72.90 | 5 |
| Beta Jones Group | 65.40 | 6 |

Based on the written proposal evaluation, GAI Consultants/Community Solutions Group received the highest average score, followed by Harris Civil Engineers, LLC, and Metric Engineering.

**4. Firm Presentations and Clarifications**

The three highest-ranked firms were subsequently invited to provide presentations on 9/24/26, and respond to project-specific questions. The presentations afforded the Selection Committee an opportunity to obtain additional information and clarification regarding each firm's qualifications, technical capabilities, proposed project approach, and ability to perform the required professional services.

As addressed in the Horne recommendation memorandum concerning the selection process, the RFQ did not establish a separate numerical weighting or scoring methodology for the presentations. (Note: Horne is the program consultant for Orange County.) Accordingly, the presentation scores were not incorporated into a new mathematical ranking or used to recalculate the rankings established through the published written-proposal evaluation criteria.

The recommendation therefore relies on the documented written-proposal scores and the evaluation methodology established in the RFQ.

**5. Recommendation**

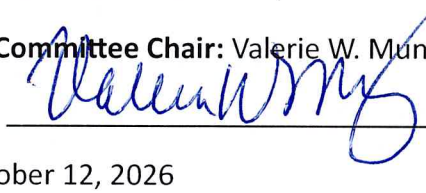
Based on the published RFQ evaluation criteria and the Selection Committee's qualifications-based evaluation, **GAI Consultants/Community Solutions Group is the highest-ranked and recommended consultant** for the Lake King Stormwater Resiliency, Flood Mitigation and Wetland Restoration Project.

GAI Consultants/Community Solutions Group received the highest average written-proposal score of 94.88 out of the six firms evaluated. The Committee recommends that the Town proceed with the selection of GAI Consultants/Community Solutions Group and authorize the appropriate Town representatives to initiate negotiations for a mutually acceptable scope of services, schedule, and compensation, subject to applicable procurement requirements, available funding, and required Town approvals.

This recommendation is limited to consultant selection and does not constitute approval of a final contract amount or authorization to proceed with construction.

**Recommended Consultant:** GAI/CSG Consultants

**Selection Committee Chair:** Valerie W. Mundy, P.E.

**Signature:** 

**Date:** October 12, 2026

Outlook

## RE: Town of Eatonville - RFQ Written Evaluations

**From** Julien, Sherry <Sherry.Julien@ocfl.net>
**Date** Mon 11/16/2026 8:12 AM
**To** Valerie Mundy <vmundy@townofeatonville.org>
**Cc** Calvin Knowles <calvin.knowles@bdogov.com>; James Dunphy <james.dunphy@bdogov.com>; Aberasturia, Damaris <Damaris.Aberasturia@ocfl.net>

1 attachment (135 KB)
CDBG-DR Federal Contract Provisions (Apendix II)-Infrastructure-Non-Const-Contracts.pdf;

Good Morning Valerie,

You may proceed with awarding the professional services contract to GAI Consultants.

Please ensure that a SAM.gov verification is completed and that documentation confirming an active status is uploaded to Canopy, along with a copy of the proposed agreement between the Town of Eatonville and GAI Consultants.

Additionally, please ensure that the previously provided non-technical special provisions and requirements are incorporated into the agreement between both parties. This will ensure that the contractor is aware of and agrees to comply with all applicable requirements and regulations. For your reference, I have attached the non-technical special provisions for non-construction projects.

Before executing the agreement, please upload a copy to Canopy for our review and approval.

If you have any questions or concerns, please do not hesitate to contact us.

Thanks

ORANGE COUNTY FLORIDA

**Sherry Julien**
Project Manager

Planning, Environmental, & Development Services
Housing & Community Development Division
525 E. South Street, Orlando FL 32801
o: 407-836-5169
e: Sherry.Julien@ocfl.net
ocfl.net | Newsroom

**From:** James Dunphy <james.dunphy@bdogov.com>
**Sent:** Friday, November 13, 2026 2:37 PM
**To:** Julien, Sherry <Sherry.Julien@ocfl.net>
**Cc:** Calvin Knowles <calvin.knowles@bdogov.com>
**Subject:** RE: Town of Eatonville - RFQ Written Evaluations

**RECOMMENDATION FOR CONSULTANT SELECTION**

**Project:** Lake King Stormwater Resiliency, Flood Mitigation and Wetland Restoration Project
**RFQ No.:** 26-06-001
**Services:** Professional Engineering and Landscape Architecture Services

---

**1. Background**

The Town of Eatonville issued Request for Qualifications (RFQ) No. 26-06-001 to solicit professional engineering and landscape architecture services for the Lake King Stormwater Resiliency, Flood Mitigation and Wetland Restoration Project.

The project is intended to address stormwater conveyance and flooding concerns while incorporating wetland restoration, green infrastructure, resiliency improvements, and enhancements to surrounding park and recreational facilities. The selected consultant will provide professional services necessary to advance the project from preliminary analysis and design through permitting, preparation of construction documents, bidding, and construction administration, as applicable to the final negotiated scope of services.

The following six firms submitted proposals in response to the RFQ:

1. Beta Jones Group
2. Chen Moore and Associates
3. GAI Consultants – Community Solutions Group/Jacobs Engineering
4. Harris Civil Engineers, LLC
5. Metric Engineering
6. Spectra Engineering

**2. Selection Committee**

The Town appointed a Selection Committee composed of professionals with relevant technical, planning, public works, and grant administration experience. The committee members were:

- Allen Lane, P.E. – Town Engineer (CPH)
- Tara Salmarieri – Town Planner

- Mofoluso Murname – GCI, Water and Sewer Program Manager
- Valerie Mundy, P.E. – Public Works Director
- Dr. Cheryl Johnson – Grant Administrator

In accordance with the published RFQ evaluation criteria, the Selection Committee evaluated the written proposals and established the following average scores and rankings:

| Firm | Average Score | Rank |
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Based on the written proposal evaluation, GAI Consultants/Community Solutions Group received the highest average score, followed by Harris Civil Engineers, LLC, and Metric Engineering.

**4. Firm Presentations and Clarifications**

The three highest-ranked firms were subsequently invited to provide presentations and respond to project-specific questions. The presentations afforded the Selection Committee an opportunity to obtain additional information and clarification regarding each firm's qualifications, technical capabilities, proposed project approach, and ability to perform the required professional services.

As addressed in the Horne recommendation memorandum concerning the selection process, the RFQ did not establish a separate numerical weighting or scoring methodology for the presentations. (Note: Horne is the program consultant for Orange County.) Accordingly, the presentation scores were not incorporated into a new mathematical ranking or used to recalculate the rankings established through the published written-proposal evaluation criteria.

The recommendation therefore relies on the documented written-proposal scores and the evaluation methodology established in the RFQ.

**5. Recommendation**

Based on the published RFQ evaluation criteria and the Selection Committee's qualifications-based evaluation, **GAI Consultants/Community Solutions Group is the highest-ranked and**

**recommended consultant** for the Lake King Stormwater Resiliency, Flood Mitigation and Wetland Restoration Project.

GAI Consultants/Community Solutions Group received the highest average written-proposal score of 94.88 out of the six firms evaluated. The Committee recommends that the Town proceed with the selection of GAI Consultants/Community Solutions Group and authorize the appropriate Town representatives to initiate negotiations for a mutually acceptable scope of services, schedule, and compensation, subject to applicable procurement requirements, available funding, and required Town approvals.

This recommendation is limited to consultant selection and does not constitute approval of a final contract amount or authorization to proceed with construction.

**Recommended Consultant:** GAI/CSG Consultants

**Selection Committee Chair:** Valerie W. Mundy, P.E.

**Signature:** _____

**Date:** October 12, 2026

Outlook

## RE: Town of Eatonville - RFQ Written Evaluations

**From** Julien, Sherry <Sherry.Julien@ocfl.net>
**Date** Mon 11/16/2026 8:12 AM
**To** Valerie Mundy <vmundy@townofeatonville.org>
**Cc** Calvin Knowles <calvin.knowles@bdogov.com>; James Dunphy <james.dunphy@bdogov.com>; Aberasturia, Damaris <Damaris.Aberasturia@ocfl.net>

1 attachment (135 KB)
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Good Morning Valerie,

You may proceed with awarding the professional services contract to GAI Consultants.

Please ensure that a SAM.gov verification is completed and that documentation confirming an active status is uploaded to Canopy, along with a copy of the proposed agreement between the Town of Eatonville and GAI Consultants.

Additionally, please ensure that the previously provided non-technical special provisions and requirements are incorporated into the agreement between both parties. This will ensure that the contractor is aware of and agrees to comply with all applicable requirements and regulations. For your reference, I have attached the non-technical special provisions for non-construction projects.

Before executing the agreement, please upload a copy to Canopy for our review and approval.

If you have any questions or concerns, please do not hesitate to contact us.

Thanks

ORANGE COUNTY FLORIDA

**Sherry Julien**
Project Manager

Planning, Environmental, & Development Services
Housing & Community Development Division
525 E. South Street, Orlando FL 32801
o: 407-836-5169
e: Sherry.Julien@ocfl.net
ocfl.net | Newsroom

**From:** James Dunphy <james.dunphy@bdogov.com>
**Sent:** Friday, November 13, 2026 2:37 PM
**To:** Julien, Sherry <Sherry.Julien@ocfl.net>
**Cc:** Calvin Knowles <calvin.knowles@bdogov.com>
**Subject:** RE: Town of Eatonville - RFQ Written Evaluations

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Sherry,
I want to let you know that I reviewed Dr. Johnson's revised written evaluations and subsequently re-calculated the scores for each of the six firms that submitted statements to the Town and agree that **GAI Consultants** earned the highest-overall score according to the Town's written evaluations.

Some of the evaluators made a few minor errors in their calculations—according to my calculations. But the miscalculations did not affect the overall scores such that they displaced GAI Consultants as the highest-scoring firm. I agree with the Town's ranking of the firms by score (*please see list below*).

The Town also provided a letter that details why only Dr. Johnson evaluated the firms' references (criterion #3) and why each evaluator assigned the score that Dr. Johnson did for the References criterion. I have no remaining concerns related to the Town's procurement and awarding of its engineering services contract to GAI Consultants.

1st – GAI Consultants: score – **474.12**; Town's score – 474.4;
2nd – Harris Civil Engineers: score – **446.03**; Town's score – 445.8;
3rd – Metric Engineering: score – **439.56**; Town's score – 440.4;
4th – Spectra Engineering: score – **404.69**; Town's score – 402.70;
5th – Chen Moore: score – **364.5**; Town's score – 364.67;
6th – Beta Jones Group – score – **327.73**; Town's score – 327.

---

**From:** Valerie Mundy <vmundy@townofeatonville.org>
**Sent:** Friday, November 13, 2026 10:09 AM
**To:** Calvin Knowles <calvin.knowles@bdogov.com>; James Dunphy <james.dunphy@bdogov.com>
**Cc:** Cheryl Johnson <cjohnson@townofeatonville.org>; Julien, Sherry <sherry.julien@ocfl.net>
**Subject:** Re: Town of Eatonville - RFQ Written Evaluations

**Attention:** This email was sent from someone outside of BDO USA. Always use caution when opening attachments or clicking links from unknown senders or when receiving unexpected emails.

Please find attached our substantiation letter in how we evaluated the proposers' references. Also, please find attached Dr. Johnson's detailed evaluation calculations identifying average scores. This did not affect the scoring for the proposers.

Let me know if you have questions or comments. I will also upload this information into Canopy.

Thank you.

**Valerie W. Mundy, P.E.**
***Public Works Director***
Town of Eatonville/Town Hall
307 E. Kennedy Boulevard
Eatonville, Florida 32751
Main: 407-623-8900 | Direct: 407-623-8901 | Fax: 407-623-8919
vmundy@townofeatonville.org

Victory Pointe Park

STATEMENT OF QUALIFICATIONS | RFQ#: 26-06-01

# Lake King Stormwater Resiliency, Flood Mitigation, and Wetland Restoration Project

SUBMITTAL DUE DATE: AUGUST 26, 2026 | 2:00 PM

***Prepared for:***
Town of Eatonville, Florida

***Prepared by:***
GAI Consultants, Inc. | Community Solutions Group
*in collaboration with* Jacobs Engineering Group, Inc.

gai consultants

COMMUNITY SOLUTIONS GROUP

^ Unity Park, Ocoee, FL

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| 4. Project Team | 26 |
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| 6. Approach and Methodology | 70 |
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*Total Page Count 68 (without cover, tabs, and forms/certifications)*

# 1. Cover Letter

^ Riverfront Plaza, Jacksonville, FL

August 26, 2026

Town of Eatonville, Florida
Katrina Gibson, Finance Director
307 East Kennedy Boulevard
Eatonville, FL 32751

**RFQ#26-06-01 | PROFESSIONAL ENGINEERING AND LANDSCAPE ARCHITECTURE SERVICES FOR LAKE KING STORMWATER RESILIENCY, FLOOD MITIGATION, AND WETLAND RESTORATION PROJECT**

Dear Selection Committee Members:

On behalf of **GAI Consultants' Community Solutions Group (CSG)**, we are pleased to submit our qualifications for the **Eatonville Lake King Stormwater Resilience, Flood Mitigation, and Wetland Restoration Project**. As the prime consultant, CSG will lead landscape architecture, park design, community engagement, planning, and civil engineering services in partnership with Jacobs Engineering Group (Jacobs) and a highly qualified team of specialists in stormwater engineering, wetland restoration, resilience planning, architecture, and environmental design.

Together, CSG and Jacobs have supported the Town of Eatonville through EPA- and FEMA-funded technical assistance and resilience initiatives, providing planning, engineering, park design, and community-focused solutions to address flooding, infrastructure challenges, and long-term resilience. This experience gives our team a strong understanding of the site's history, existing conditions, flood risks, environmental opportunities, and community priorities, allowing us to advance effective solutions from day one.

**To complement GAI and Jacobs, we have assembled an exceptional team of specialists:**

- **ONE Architecture & Urbanism (ONE),** an internationally recognized leader in climate adaptation, resilience planning, flood mitigation, and community-centered design, previously led the EPA's R2P2 Technical Assistance Program for Eatonville.
- **N2N Consulting, LLC (N2N)** is an Eatonville-based community engagement firm led by Dr. Candance Finley. N2N brings strong local relationships and experience supporting initiatives such as the Denton Johnson Park Master Plan, Let's Talk About Eatonville series, and the Dr. Phillips Eatonville Initiative Advisory Board.
- **Drummond Carpenter, PLLC (DC)**, a Florida and federally certified Service-Disabled Veteran-Owned Small Business (SDVOSB), specializes in environmental and water resources engineering and will support stormwater engineering, green infrastructure, habitat restoration, water quality, and environmental permitting. DC also participated in the EPA R2P2 initiative.
- **Rhodes+Brito Architects, Inc. (R+B)** is an award-winning Orlando architecture firm with more than three decades of experience serving Eatonville, including work on the Eatonville Town Library, Denton Johnson Community Center, Public Safety Building, Town Gateway Project, and multiple parks and master planning efforts.
- **volerGROUP, LLC** (formerly L&S Diversified) geospatial services firm specializing in surveying, mapping, Subsurface Utility Engineering (SUE), utility designation, and reality capture. VolerGroup is currenlty providing survey services to the Town of Eatonville through the GAI's Water Resource Team CCNA contract with the Town.
- **IRRI Design Studio LLC (IDS)** is an irrigation design and consulting firm specializing in sustainable water management solutions for public and private sector projects. The firm provides irrigation planning, design, analysis, and consulting services that support efficient water use while meeting project performance, operational, and regulatory requirements.
- **Geotechnical and Environmental Consultants, Inc. (GEC),** headquartered in Orlando, Florida, is a consulting firm specializing in geotechnical engineering, environmental services, ground penetrating radar (GPR), and construction materials testing.
- **Taylor & Taylor Engineering, LLC (T&TE)** is a certified Women Business Enterprise (WBE) providing mechanical, electrical, plumbing (MEP), and related building systems engineering services.

## Why Our Team

- **Local knowledge and proven expertise.** Our team combines nationally recognized professionals in flood mitigation, stormwater engineering, wetland restoration, resilience planning, park design, architecture, and community engagement.
- **Experience that builds on previous investments.** Through EPA and FEMA-supported initiatives, we have helped the Town evaluate flooding challenges, resilience opportunities, and conceptual improvements within the Lake King and Lake Bell watersheds.
- **Proven success delivering resilience parks and restoration projects.** We have planned, designed, and constructed innovative stormwater parks, wetland restoration projects, and nature-based solutions throughout Florida that successfully integrate environmental restoration, flood mitigation, and recreation.
- **A collaborative, community-centered approach.** We are committed to ensuring that community priorities guide project decisions from planning through implementation.
- **Integrated solutions from concept through construction.** Our combined expertise enables us to deliver complex resilience projects from planning and design through permitting and construction.
- **Ready to hit the ground running.** With extensive experience in Eatonville and a strong understanding of site conditions and community priorities, we are prepared to immediately advance practical, implementation-ready solutions for Lake King.

We appreciate the opportunity to submit our qualifications and recognize the transformative impact this project can have on the Town of Eatonville and its residents. We look forward to partnering with the Town to advance a vision for Lake King that enhances flood resilience, restores natural systems, expands recreational opportunities, and creates a lasting community asset for future generations.

Sincerely,
**GAI Consultants, Inc. | Community Solutions Group**

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# 2. Executive Summary

^ Lake Nona Neighborhood Park, Orlando, FL

# Firm Description and Experience

GAI' Community Solutions Group (CSG) is an interdisciplinary planning, design, and implementation practice that helps create vibrant, resilient, and sustainable communities. By integrating planning, landscape architecture, wayfinding, community engagement, economics, and strategy, CSG turns ideas into impactful places that improve quality of life and support long-term resilience.

Our team has planned, designed, and implemented award-winning parks, stormwater facilities, and ecological restoration projects throughout Central Florida, **including Victory Pointe Stormwater and Wetland Park (Clermont), Unity Park (Ocoee), Lake Lorna Doone Park (Orlando), Dew Drop Park (Casselberry), and the Lake Eola Master Plan (Orlando).** These projects demonstrate our ability to combine flood mitigation, habitat restoration, water quality improvements, and recreation into successful community assets.

**CSG** has contributed to several planning and design initiatives in Eatonville as part of consultant teams supporting the Town, including the 2015 CRA Plan Update, Kennedy Boulevard Streetscape Design, Eatonville Museum Concept Plans, and the Lake King and Lake Bell Concept Plans developed through the EPA Recovery to Prosperity Partnership (R2P2) Program. GAI's Water Resources Team is also currently providing engineering services related to the Town's water and wastewater systems, giving our team valuable familiarity with Eatonville's infrastructure, environmental resources, and community priorities.

**Jacobs Engineering Group (Jacobs)** is a global professional services firm providing engineering, planning, environmental, and infrastructure solutions. Jacobs will lead stormwater and flood mitigation engineering, hydrologic and hydraulic modeling, watershed analysis, and permitting support. Their experience includes the Joe's Creek Greenway Restoration Trail, 4G Ranch Wetlands, and the Wetland Groundwater Recharge Park, as well as FEMA-supported efforts evaluating drainage conditions and flood risks within the Lake King and Lake Bell basins. Jacobs brings extensive expertise in stormwater infrastructure, floodplain management, wetland restoration, nature-based solutions, and resilient design.

For a complete description of each firm, see ***Section 3: Consult Firm Profiles.***

# Leadership Team and Experience

**CSG** will serve as the Prime Consultant, providing overall project management, landscape architecture, park design, planning, civil engineering coordination, permitting support, and community engagement. Led by **Pete Sechler (Project Executive), Donald Wishart (Project Director and Landscape Architecture Lead), Claudia Ray (Project Manager and Community Engagement Lead), Jon Templing, PLA (Assistant Project Manager and Landscape Architect), and Aimee Shields (Assistant Project Manager and Civil Engineering and Permitting Lead),** CSG brings extensive experience delivering resilience parks, waterfronts, public spaces, community planning initiatives, and stormwater-focused projects throughout Florida.

Having supported previous planning and resilience initiatives in Eatonville, CSG brings a strong understanding of the community's vision, priorities, and long-term goals and will guide the project from concept refinement through design, permitting, and implementation while working hand-in-hand with Town leadership, residents, and stakeholders to ensure the final design reflects local needs, values, and aspirations.

### Eatonville-Specific Experience

- EPA R2P2 Central Florida Technical Assistance Program
- Eatonville CRA Plan Update
- Wastewater Collection System Improvements
- Lake King and Lake Bell Resilience Planning and Concept Development

### Resilience Parks, Stormwater Parks & Green Infrastructure

- Victory Pointe Park, Clermont
- Unity Park and Downtown Master Stormwater Pond, Ocoee
- Packing District Grove Park and Master Stormwater System, Orlando
- EPA R2P2 Central Florida Technical Assistance Program, Eatonville and Deltona

### Parks, Recreation & Open Space Design

- Lake Lorna Doone Park, Orlando
- Lake Eola Park Master Plan, Orlando
- Lois Forte Park Concept Plan, Newberry
- Dew Drop Park, Casselberry
- Lake Beauty Park, Orlando
- Central Winds Park Master Plan, Winter Springs
- Rosemont Community Center Expansion, Orlando

### Waterfronts, Public Realm & Placemaking

- Jacksonville Riverfront Plaza, Jacksonville
- Independence Lane and Square, Maitland
- Packing District Grove Park, Orlando
- Lake Eola Park Master Plan, Orlando

### Community Planning, Redevelopment & Urban Design

- Downtown Maitland Revitalization Master Plan
- Downtown Clermont Master Plan
- Downtown Ocoee Master Plan
- Warehouse Arts District and Deuces Live Action Plan, St. Petersburg

### Civil Engineering, Infrastructure & Utility Planning

- Wastewater Collection System Improvements, Town of Eatonville
- Packing District Grove Park and Master Stormwater System, Orlando
- Rosemont Community Center Expansion, Orlando
- Central Winds Park Master Plan, Winter Springs

^ 2015 Eatonville CRA Plan Update, Eatonville, FL

^ Lake King Concept Plan, Eatonville, FL

## Jacobs Engineering Group | Stormwater and Flood Mitigation Engineering Lead

**Jacobs** will serve as the lead engineering partner, providing stormwater engineering, flood mitigation, hydrologic and hydraulic modeling, watershed analysis, resilience planning, and permitting support. The team is led by **Ricky Ly, PE (Drainage Lead), Ava Sorabi, PE, CFM (Floodplain Mitigation and Stormwater Engineer), and Raquel Lopez, PE, ENV SP (Natural Treatment Systems and Wetland Restoration Lead).**

Jacobs brings direct experience evaluating drainage conditions and flood risks in the Lake King and Lake Bell watersheds and extensive expertise implementing resilience-focused infrastructure throughout Florida.

### Relevant Experience

#### Eatonville-Specific Experience

- FEMA Lake King and Lake Bell Flood Assessment Study
- FEMA Community Assistance Recovery Support Function Technical Assistance

#### Flood Mitigation, Watershed & Resilience Projects

- Joe's Creek Greenway Restoration Trail, Pinellas County
- 4G Ranch Wetlands, Pasco County
- Wetland Groundwater Recharge Park, Ocala
- North Indian River Drive Shoreline Improvement & Drainage Master Plan, Brevard County
- Cedar/Woodland/Brevard/2nd Street Flooding Evaluation, Cocoa Beach
- Minutemen Causeway Shoreline Erosion Study, Cocoa Beach
- Trout Creek Watershed Model Update, Pasco County
- Shore Acres Resiliency Infrastructure Project, St. Petersburg
- Stormwater Master Plan Update & Crescent Lake Water Quality Improvement Plan, St. Petersburg

## ONE Architecture & Urbanism | Resilience Planning and Community Engagement Advisor

ONE Architecture & Urbanism will support the team with resilience planning, climate adaptation strategies, nature-based solutions, and community engagement. Led by Justine Shapiro-Kline, AIA, AICP, WEDG, ONE brings nationally recognized expertise in community-centered resilience planning and previously led the EPA Recovery to Prosperity Partnership (R2P2) initiative for Eatonville.

### Relevant Experience

#### Eatonville-Specific Experience

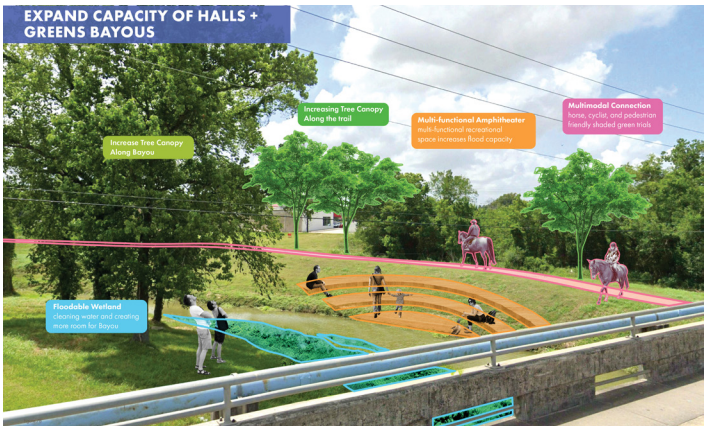
- EPA Recovery to Prosperity Partnership (R2P2) Technical Assistance Program, Eatonville and Deltona

#### Resilience Planning & Climate Adaptation

- Climate Strong Communities, New York City
- Nature-Based Drainage Planning, Lafayette, Louisiana
- NFK2050 Comprehensive Plan, Norfolk, Virginia
- Climate Change Equitable Resilience Technical Assistance, U.S. EPA
- Breezy Point Coastal Resiliency, New York City

^ Lake Belle Concept, Eatonville, FL

^ Community Workshop




^ Green Infrastructure Strategy

^ Onward Kissimmee Workshop, Kissimmee, FL

^ Lakeland Downtown West Workshop, Lakeland, FL

^ Lake Nona Parks, Orlando, FL

## N2N Consulting | Community Outreach and Local Engagement

**N2N Consulting** will provide local community engagement, stakeholder outreach, educational programming support, and neighborhood liaison services. Led by **Dr. Candance Finley**, an Eatonville resident, educator, and community advocate, N2N brings deep local relationships and firsthand knowledge of Eatonville's residents, organizations, and priorities.

### Relevant Experience

### Community Engagement & Eatonville Leadership

- Denton Johnson Park Master Plan Community Engagement
- Let's Talk About Eatonville Series
- Dr. Phillips Eatonville Initiative Advisory Board
- Eatonville History Preservation Initiatives
- STEAM Education and Community Partnership Programs

Together, CSG, Jacobs, ONE Architecture & Urbanism, and N2N Consulting provide the Town with a uniquely qualified team that combines direct Eatonville experience, nationally recognized technical expertise, local community knowledge, and a proven track record of delivering resilience projects, stormwater infrastructure, wetland restoration, park design, and community-focused public spaces from planning through implementation.

Supporting the leadership team is a multidisciplinary group of specialized subconsultants who will provide additional technical expertise in architecture, structural engineering, environmental permitting, survey and mapping, geotechnical engineering, irrigation design, electrical and lighting design, and construction support services. Together, these professionals provide the depth and resources necessary to address all aspects of the Lake King Stormwater Resilience, Flood Mitigation, and Wetland Restoration Project, ensuring a seamless transition from planning and design through permitting, bidding, construction, and long-term operation.

For a complete project team role and experience, see ***Section 4: Project Team***

# Project Understanding

The Lake King Stormwater Resilience, Flood Mitigation, and Wetland Restoration Project presents a unique opportunity to advance the FEMA-supported Lake King and Lake Bell Flood Assessment Study from concept development into implementation. Our team understands that flooding within the Lake King watershed is driven by a combination of limited flood storage capacity, downstream conveyance constraints, and aging stormwater infrastructure, resulting in recurring impacts to adjacent residential properties during major storm events. The FEMA and EPA resilience initiatives further demonstrated that stormwater challenges within the watershed are closely tied to environmental conditions, water quality, wetland function, and the community's need for resilient public spaces.

Building on previous EPA and FEMA-funded resilience efforts, we recognize the need for a comprehensive solution that not only reduces flood risk but also enhances water quality, restores wetland functions, improves ecological health, and creates meaningful recreational and community amenities. The project must balance engineering performance, environmental stewardship, regulatory compliance, and community priorities while creating a resilient and sustainable asset for the Town of Eatonville.

Lake King represents one of Eatonville's most significant opportunities to address flooding while transforming an existing community park into a model resilience and recreation destination. Originally created as a borrow pit associated with Interstate 4, the lake and surrounding neighborhood are located within the FEMA floodplain and experienced significant flooding during Hurricane Ian. Residential properties surrounding the lake are particularly vulnerable due to limited drainage capacity, constrained downstream conveyance, and insufficient flood storage within the watershed. The EPA Recovery to Prosperity Partnership (R2P2) identified Lake King as a priority resilience project due to its importance as both stormwater infrastructure and a valued community resource.

oday, Lake King and Frances Jerry Park offer fishing, boating, picnic areas, playgrounds, basketball courts, and open space, while also presenting opportunities to improve shoreline conditions, water quality, environmental function, and public access. The R2P2 planning effort established a vision that integrates flood mitigation, wetland restoration, ecological enhancement, recreation, and community resilience into a comprehensive, connected design approach.

# Project Approach

### Building on Previous Planning and Technical Studies

Our approach builds upon the technical foundation established through the FEMA-supported Lake King and Lake Bell Flood Assessment Study and the community-driven vision developed through the EPA Recovery to Prosperity Partnership (R2P2) Initiative, both of which were developed with participation from members of our proposed team. This continuity gives our team a unique understanding of the watershed, flood risks, environmental opportunities, and community priorities, allowing us to move efficiently from planning into design, permitting, and implementation. Rather than revisiting work already completed, we will focus on refining and advancing practical solutions that address flooding, environmental restoration, recreation, and long-term resilience for the Town of Eatonville.

### Stormwater Engineering and Flood Mitigation

Our engineering strategy centers on improving the overall performance of the Lake King watershed through a combination of enhanced flood storage, conveyance improvements, and nature-based solutions. Previous studies demonstrated that expanding wetland storage adjacent to the outfall corridor, while improving downstream conveyance capacity, offers one of the most effective approaches to reducing flood elevations within the watershed. Building on these findings, we will develop an integrated system that captures, stores, treats, and safely conveys stormwater while minimizing impacts to adjacent properties and downstream infrastructure. The design process will include detailed hydrologic and hydraulic analyses, floodplain evaluation, stormwater management improvements, water quality enhancements, and long-term operations and maintenance considerations to ensure a resilient and sustainable solution.

### Wetland Restoration and Ecological Enhancement

Wetland restoration will be a cornerstone of the project's resilience strategy. Rather than functioning solely as stormwater storage, restored wetland systems will be designed to provide multiple environmental and community benefits, including water quality treatment, habitat creation, shoreline stabilization, native vegetation restoration, and educational opportunities. Through hydrology-driven design, strategic grading, treatment wetlands, bioswales, bioretention systems, and native planting strategies, the project will improve ecological health while strengthening the watershed's capacity to manage future storm events. This integrated approach allows natural systems to work alongside engineered infrastructure to improve both environmental performance and community resilience.

## Park Design and Recreation

Consistent with the most recent park concept plan developed by the National Park Service and the Town's goals for Lake King, park improvements will be fully integrated with the project's engineering and environmental components. We envision Lake King as a community resilience park where recreation, ecology, education, and infrastructure function together as a single system. Potential improvements include enhanced shorelines, boardwalks, fishing piers, overlooks, multi-use trails, improved boating access, gathering spaces, expanded tree canopy, native landscaping, interpretive features, new and improved playgrounds, rehabilitated basketball courts, pavilions, and a community center. Open spaces and recreational facilities will be designed to provide daily value to residents while also serving critical stormwater and flood management functions during major storm events. The result will be a vibrant public destination that supports recreation, environmental stewardship, and community health.

## Community Outreach and Engagement

A fundamental element of our approach is working hand-in-hand with Town leadership, residents, stakeholders, and community organizations throughout the planning and design process. Building on previous community visioning and community outreach, we will continue to involve the community through workshops, stakeholder meetings, public events, and interactive design activities. Community input will help shape project priorities, inform design decisions, and ensure the final project reflects Eatonville's values, culture, and aspirations. This collaborative process promotes transparency, builds consensus, and creates a sense of community ownership that is essential for long-term success.

## Education, STEAM, and Wayfinding Integration

Working alongside N2N Consulting, the project will integrate educational, interpretive, and wayfinding elements that connect residents to Lake King's natural and engineered systems. Opportunities include interpretive signage, habitat learning areas, demonstration gardens, environmental monitoring stations, and STEAM-focused educational experiences that highlight stormwater management, wetland ecology, native habitats, water quality, and climate resilience. These features can support Dr. Candance Finley's ongoing educational initiatives and create opportunities for students and residents to engage directly with science, technology, engineering, arts, and mathematics through hands-on learning. By transforming Lake King into a living laboratory, the project can foster environmental stewardship while helping future generations better understand the systems that protect their community.

## Creating a Lasting Community Asset

Ultimately, our goal is to transform Lake King into a resilient, environmentally sustainable, and community-centered destination that reduces flood risk, improves water quality, restores natural systems, expands recreational opportunities, strengthens environmental awareness, and reflects the unique character of Eatonville. We recognize the transformative impact this project can have on the Town of Eatonville and its residents, creating a destination that not only addresses existing flooding and environmental challenges but also serves as a catalyst for community pride, education, recreation, and long-term resilience. By integrating engineering, wetland restoration, park design, education, and community engagement from the outset, the project can become a model resilience park that protects neighborhoods, enhances quality of life, and serves residents for generations to come.

^ Riverfront Plaza, Jacksonville, FL

^ Lake Lorna Doone Park, Orlando, FL

Victory Pointe Park

# Relevant Project Experience

The Lake King project builds upon our team's extensive experience transforming stormwater infrastructure, wetlands, parks, and public spaces into resilient community assets. The following projects demonstrate our ability to integrate flood mitigation, environmental restoration, recreation, education, and community engagement into implementable solutions that generate lasting community benefits.

## Victory Pointe Park, Clermont, Florida

### Transforming Stormwater Infrastructure into a Community Destination

A key precedent for Lake King is CSG's work on the **City of Clermont Downtown Master Plan** and the implementation of **Victory Pointe Par**k, where a community-driven planning process transformed an existing stormwater and wetland facility into an award-winning resilience park. The project originated from the City's need for a regional stormwater facility to address flooding and water quality challenges in downtown Clermont. Rather than creating a conventional stormwater pond, CSG worked closely with City leadership, residents, business owners, and stakeholders to develop a vision that transformed critical infrastructure into a multi-functional community asset.

The resulting design incorporated a series of cascading treatment marshes inspired by native Florida ecosystems, providing stormwater treatment, wildlife habitat, recreational opportunities, event space, and a signature waterfront destination that supports economic development and private investment. Today, Victory Pointe serves as a major community gathering place and an important component of Clermont's outdoor recreation and sports culture, hosting triathlons, open-water swimming events, community festivals, and waterfront programming while continuing to perform its critical stormwater management function.

We will apply this same philosophy at Lake King by integrating flood mitigation, wetland restoration, water quality improvements, recreation, education, and placemaking into a single cohesive vision. Similar to Victory Pointe, opportunities exist to incorporate interpretive and educational features that explain stormwater management, wetland ecology, climate resilience, and Eatonville's environmental and cultural heritage. These features can support STEAM-focused learning opportunities and transform Lake King into an outdoor classroom where residents and students learn directly from the site's resilience infrastructure.

## Lake Lorna Doone Park, Orlando, Florida

### Revitalizing a Historic Community Park

Another strong precedent for Lake King is Lake Lorna Doone Park in Orlando, where CSG led the design, permitting, construction documentation, wayfinding, and construction observation services for the complete revitalization of a historic 12-acre community park.

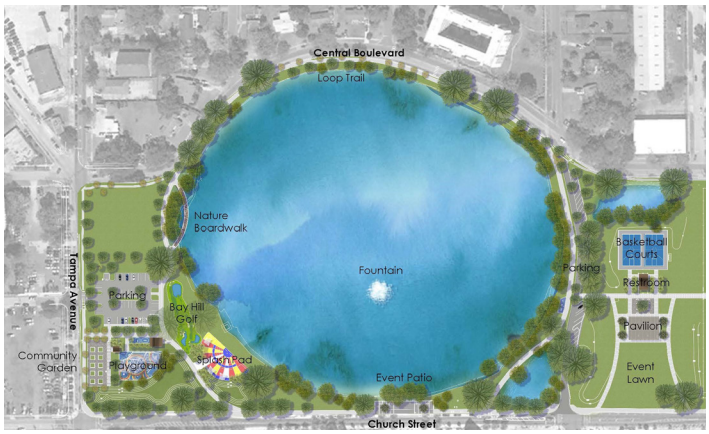
Working closely with the City of Orlando, Florida Citrus Sports, community organizations, and local residents, the project transformed an aging park into a vibrant community destination while preserving its cultural significance as the site of the first integrated Little League baseball game played in the South. The renovation included playgrounds, splash pads, basketball courts, event spaces, community gardens, fitness trails, lakefront overlooks, ecology boardwalks, public art, and enhanced pedestrian connections.

Like Lake King, the project required balancing community priorities, recreation, environmental improvements, infrastructure upgrades, and long-term resilience objectives. Through a robust public engagement and visioning process, CSG worked with residents to understand how the park could better serve families, youth programs, and surrounding neighborhoods.

Today, Lake Lorna Doone Park serves as one of Orlando's premier neighborhood parks and community gathering spaces. The park supports youth sports, fitness activities, festivals, community events, and family programming, while providing amenities such as an inclusive playground, splash pad, walking trails, outdoor fitness stations, basketball courts, fishing docks, event lawns, and community gardens. The park has become an important community destination that promotes healthy living, recreation, and neighborhood pride.

We see a similar opportunity at Lake King. By partnering closely with Town leadership, residents, community organizations, and youth programs, Lake King can become a destination that addresses flooding and ecological challenges while expanding opportunities for recreation, environmental education, and community programming.

For additional project experience, see ***Section 5: Relevant Experience***




^ Lake Lorna Doone Park, Orlando, FL

^ Lake Lorna Doone Park, Orlando, FL

^ Lake Lorna Doone Park, Orlando, FL

^ Lake Nona Parks, Orlando, FL

# 3. Firm Profile

^ Dew Drop Park, Casselberry, FL

# FIRMS ORGANIZATION AND ROLES

**GAI's Community Solutions Group (CSG)** will serve as the Prime Consultant, providing overall project management, landscape architecture, park design, planning, civil engineering coordination, and community engagement services. **Jacobs Engineering Group (Jacobs)** will serve as a subconsultant and engineering partner, providing stormwater engineering, flood mitigation, hydrologic and hydraulic modeling, watershed analysis, and permitting support.

To complement the CSG/Jacobs team, we have assembled an exceptional group of specialists from local, regional, state, and national firms to provide expertise across a broad range of disciplines.

The organizational chart below identifies each firm, its location, and its role on the project. The following pages provide firm profiles highlighting each firm's services, expertise, relevant project experience, and representative clients.

## PRIME CONSULTANT

**GAI' Community Solutions Group**
Orlando, FL
ROLE: Landscape Architecture and Civil Engineering

## SUB-CONSULTANT

**Jacobs Engineering Group, Inc.**
Orlando, FL
ROLE: Stormwater Engineer

**volerGROUP, LLC (SBE, MWBE)**
Orlando, FL
ROLE: Surveyor

**ONE Architecture & Urbanism**
New York, NY
ROLE: Resilience Planning and Design and Community Engagement Support

**IRRI Design Studio LLC**
Kissimmee, FL
ROLE: Irrigation Design

**Drummond Carpenter, PLLC (SDVOSB)**
Maitland, FL
ROLE: Environmental Engineer

**Geotechnical and Environmental Consultants, Inc.**
Orlando, FL
ROLE: Geotechnical Engineer

**N2N Consulting, LLC**
Eatonville, FL
ROLE: Community Outreach and Engagement Support

**Taylor & Taylor Engineering (WBE)**
Apopka, FL
ROLE: Lighting Design

**Rhodes+Brito Architects (MBE)**
Orlando, FL
ROLE: Architect

# Prime Firm Profile

COMMUNITY SOLUTIONS GROUP®

Landscape Architecture
Master Planning
Parks
Urban Analytics
Wayfinding

## Experienced People. Open Minds. Fresh Ideas.

We are an experienced team of planners, designers, and analysts dedicated to creating community places.

**Community Solutions Group (CSG)** is a multidiscipline practice within **GAI Consultants,** a comprehensive engineering, planning, and environmental consulting firm with 34 locations in 14 U.S. states.

Our multidisciplinary team collaborates with a diverse range of clients—including educational institutions, healthcare providers, nonprofit organizations, private developers, redevelopment agencies, state and local governments, sports and recreation entities, and transit agencies— to deliver place-based solutions tailored to the unique needs of each community across Florida, the Northeast, and the Midwest.

### OUR PRACTICES

#### LANDSCAPE ARCHITECTURE

We blend ecology, culture, and design to create vibrant outdoor environments—from parks and plazas to campuses and communities. Through green infrastructure design, we integrate natural systems with human needs, crafting spaces that are sustainable, functional, and beautiful. Through thoughtful planning and design, we transform land into lasting experiences.

#### MASTER PLANNING

We lead visionary master plans for new and existing communities, creating clear frameworks that balance priorities, guide decisions, and drive action. We also craft regulatory tools that turn vision into lasting impact, aligning diverse stakeholders around cohesive, forward-thinking strategies.

#### PARKS

We plan and design parks and systems that support public health, environmental sustainability, and economic vitality. Our work helps communities envision and implement systems that serve diverse users, adapt to changing needs, and deliver long-term value. We develop strategic guidelines for investment, programming, and stewardship, aligning vision with action to create spaces that contribute to stronger, more livable communities.

#### URBAN ANALYTICS

We use a deep understanding of market dynamics, financial feasibility, and economic context to inform strategic decision making. With expertise in real estate positioning, revenue generation, public-private partnerships, and redevelopment strategies, we craft actionable solutions that align with broader goals. Our work bridges data and vision, delivering grounded and transformative strategies.

#### WAYFINDING

We create intuitive, functional wayfinding systems for complex communities and environments. We design clear, user-centric strategies tailored to each place—considering natural features, landmarks, user behavior, and stakeholder goals. By understanding how people navigate and perceive space, we make wayfinding seamless, enhancing the experience for both locals and visitors.

### PROJECT TYPES

- Active Transportation and Trails
- Branding and Identity
- Campus Master Plans
- Community Redevelopment Areas
- Community Visioning
- Complete Streets and Streetscapes
- Corridor Planning
- Demographics and Socio-Economics
- Economic and Fiscal Impact
- Environmental Graphics
- Feature Amenity Areas
- Financial Modeling
- Green Infrastructure
- Housing and Markets Reports
- Land Use and Regulatory Planning
- Master Planned Communities
- Mixed Use and Infill Development
- Neighborhood Enhancements
- Opportunity Sites Prospectus
- Parks and Open Space Design
- Parks and Recreation Systems
- Real Estate and Market Analysis
- Redevelopment Districts
- Transit-Oriented Development
- Wayfinding System Plans

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AUTHORIZED AGENT
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## Financial Stability Statement

GAI Consultants, Inc., has RSM conduct an audit of our financial statements that comprise the balance sheets as of January 3, 2026, and the related statements of income, stockholders' equity, and cash flows for the years then ended. From 2024 to 2025, GAI saw a increase in gross profit, with $1.9 million in net income. GAI's current assets were $66.76 million, current liabilities were $37.85 million, with a current ratio of 1.76.

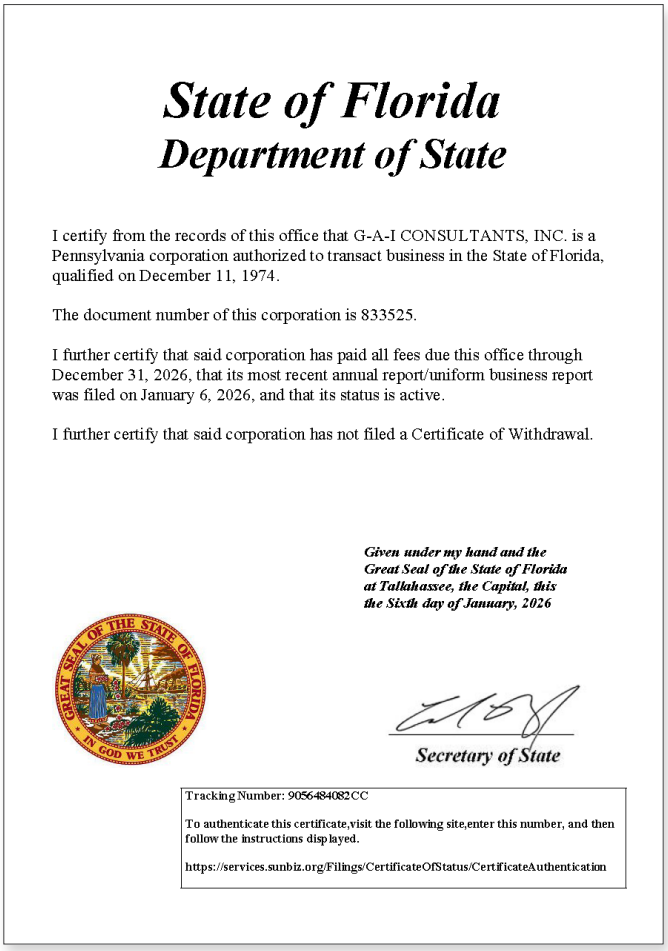
According to RSM, "In our opinion, the accompanying financial statement present fairly, in all material respects, the financial position of the Company as of January 3, 2026, and the results of their operations and their cash flow for the year then ended in accordance with accounting principles generally accepted in the United States of America."

## Litigation Disclosure Statement

As is typical for a company of its type and size, GAI has occasionally been involved in a limited number of legal claims/ suits/demands over the past five years, including favorable settlement(s) under terms that are subject to confidentiality requirements in some instances. GAI is confident in its ability to successfully defend, or settle on favorable terms, all such outstanding claims. Furthermore, for the protection of GAI and its clients, GAI always maintains a comprehensive insurance program which includes professional liability, workers' compensation, comprehensive general liability, automobile and umbrella policies, with limits sufficient to cover the defense and payment of outstanding claims against GAI. In the opinion of GAI's management, no claim or lawsuit currently pending against GAI will materially affect GAI's ability to perform under this contract.

Please contact Eric Ridings, GAI's Corporate Counsel at 412.399.5047 if more information is needed.

## CERTIFICATE OF AUTHORIZATION



**State of Florida**
**Department of State**

I certify from the records of this office that G-A-I CONSULTANTS, INC. is a Pennsylvania corporation authorized to transact business in the State of Florida, qualified on December 11, 1974.

The document number of this corporation is 833525.

I further certify that said corporation has paid all fees due this office through December 31, 2026, that its most recent annual report/uniform business report was filed on January 6, 2026, 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 Sixth day of January, 2026*

*Secretary of State*

Tracking Number: 905648408 2CC

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

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

**GAI** is a corporation organized under the laws of State of Pennsylvania since 1958 and has been licensed to conduct business in the State of Florida since 1982.

OFFICE TO SERVE THE CITY
618 E. South Street, Suite 700
Orlando, FL 32801
P. 407.423.8398 | F. 407.843.1070
csg.gaiconsultants.com

## Engineering Business Registry

**License Number:**
9951

Florida dbpr Department of Business & Professional Regulation

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File a Complaint
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View Application Status
Find Exam Information
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AB&T Delinquent Invoice & Activity List Search

LICENSEE DETAILS

12:22:54 PM 1/8/2026

**Licensee Information**

| | |
|---|---|
| Name: | GAI CONSULTANTS, INC. (Primary Name) |
| Main Address: | 618 E SOUTH STREET<br>STE 700<br>ORLANDO Florida 32801 |
| County: | ORANGE |

**License Information**

| | |
|---|---|
| License Type: | Engineering Business Registry |
| Rank: | Registry |
| License Number: | 9951 |
| Status: | Current |
| Licensure Date: | 01/16/2004 |
| Expires: | |

## Kevin Leadbetter, PE

**Professional Registration Discipline:**
Professional Engineer/***Qualifying Agent***

**License Number:**
No. PE61297

**Expiration Date:**
February 28, 2027

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

FBPE FLORIDA BOARD OF PROFESSIONAL ENGINEERS

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF PROFESSIONAL ENGINEERS

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

LEADBETTER, KEVIN RUSSELL
6434 JACK WRIGHT ISLAND ROAD
ST. AUGUSTINE FL 32092

LICENSE NUMBER: PE61297
EXPIRATION DATE: FEBRUARY 28, 2027
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## Donald Wishart, PLA, ASLA

**Professional Registration Discipline:**
Landscape Architecture

**License Number:**
No. LA0001626

**Expiration Date:**
November 30, 2027

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF LANDSCAPE ARCHITECTURE

THE LANDSCAPE ARCHITECT HEREIN HAS REGISTERED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

WISHART, DONALD GEORGE
618 E SOUTH ST SUITE 700
GAI CONSULTANTS
ORLANDO FL 32801

LICENSE NUMBER: LA0001626
EXPIRATION DATE: NOVEMBER 30, 2027
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ISSUED: 01/13/2026

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## Evidence of Insurance Coverage - Sample Certificates in Tab 7. Certification Forms

# Sub-Consultants Firm Profiles

## STORMWATER AND WATER ENGINEERING

jacobs.com

**Jacobs Engineering Group, Inc. (Jacobs)**, a professional engineering and consulting corporation, is a multidisciplinary professional services firm providing integrated consulting, technical, scientific, engineering, planning, environmental, and project delivery services to government and private-sector clients.

Jacobs maintains a broad international presence with resources located across the United States and worldwide. For the Town of Eatonville project, Jacobs will leverage its Florida-based water resources, stormwater, environmental, resiliency, and natural systems professionals together with specialized technical resources from across the firm.

Jacobs has a long history of delivering complex infrastructure and environmental projects and has built its reputation by addressing challenging technical and community needs through integrated, multidisciplinary teams. Jacobs has approximately $12 billion in annual revenue and a global workforce of approximately 45,000 professionals, providing the depth of resources required to support complex programs while maintaining focused, project-specific teams. Jacobs provides a full spectrum of integrated services spanning consulting, technical, scientific, and project delivery.

## RESILIENT PLANNING/DESIGN

onearchitecture.nl

**ONE Architecture & Urbanism (ONE)** is an award-winning architecture, urban design, and planning firm with offices in Amsterdam and New York, specializing in climate adaptation, resilient infrastructure, and climate-responsive urban development. Since 1995, the firm has partnered with public agencies, communities, and multidisciplinary teams to develop integrated solutions that address environmental, social, technical, and economic challenges through planning and design.

ONE provides expertise in climate resilience planning, nature-based solutions, GIS analysis, stakeholder engagement, and implementation strategies that support long-term community sustainability. The firm's experience spans regional planning, urban design, and infrastructure projects across the United States and internationally, helping communities advance adaptable, multi-benefit solutions that enhance resilience and support future growth.

## ENVIRONMENTAL ENGINEER

drummondcarpenter.com

**Drummond Carpenter, PLLC (DC).** With local headquarters in Maitland, FL, DC, a state of Florida-certified Veteran Business Enterprise (VBE) and a federal-certified Service-Disabled Veteran-Owned Small Business, comprises more than 40 professional engineers, geologists, planners, scientists, and technical professionals dedicated to providing unique and fresh ideas to help the Town of Eatonville implement the Lake King Stormwater Resiliency, Flood Mitigation, and Wetland Restoration Project.

DC focuses on water, infrastructure, and environment-related solutions. Staff specialize in the design and implementation of green stormwater infrastructure (GSI) constructed techniques that effectively manage stormwater runoff while enhancing urban aesthetics and functionality. Since DC's founding in 2016, staff have provided services on more than 100 GSI projects, the majority of which involved multidisciplinary collaboration and community engagement.

## COMMUNITY OUTREACH AND ENGAGEMENT SUPPORT

n2nconsultme.com

**N2N Consulting, LLC (N2N)**. Founded in 2025, N2N Consulting provides sustainable solutions through a community-centered approach. N2N's unique methodology integrates STEAM (Science, Technology, Engineering, Arts, and Mathematics) to ensure that their projects are innovative, effective, and enduring. N2N's mission is to guide innovative and sustainable solutions that leave lasting impressions on communities both now and in the future. N2N aims to be a catalyst for positive change, providing communities with the tools and knowledge necessary to thrive in a rapidly changing world.

## ARCHITECT

rbarchitects.com

**Rhodes+Brito Architects, Inc. (R+B).** Founded in Orlando in 1996, Rhodes+Brito Architects is an award-winning architecture and design firm recognized for its client-focused approach and commitment to creating better communities. Led by Principals Ruffin Rhodes, AIA, Max Brito, AIA, Byron Lastrapes, AIA, and Adel Shalaby, AIA, LEED AP BD+C, PMP, the firm has built a strong reputation for delivering responsive, hands-on service and innovative design solutions across the education, government, federal, aviation, and commercial sectors.

With a staff of approximately 28 professionals, Rhodes+Brito provides comprehensive architectural services including architecture, interior design, master planning, programming, facility assessments, and feasibility studies. The firm's commitment to design excellence has been recognized through numerous honors, including the Orlando AIA Firm of the Year Award, reflecting its long-standing leadership and impact within Central Florida's design community.

## SURVEYOR

voler.group

**volerGROUP, LLC (formerly L&S Diversified).** Founded in 2010 and headquartered in Orlando, Florida, volerGROUP is a geospatial services firm specializing in surveying, mapping, Subsurface Utility Engineering (SUE), utility designation, and reality capture. The firm provides comprehensive geospatial solutions that support the planning, design, construction, and management of infrastructure projects for transportation agencies, municipalities, utility providers, government entities, and private-sector clients throughout Florida.

Leveraging advanced technologies and experienced professionals, volerGROUP delivers accurate and reliable data collection, mapping, and utility engineering services that support informed decision-making, risk mitigation, and the successful delivery of complex infrastructure projects. The firm's capabilities are applied across a wide range of transportation, utility, and site development programs, providing critical geospatial information throughout the project lifecycle.

## IRRIGATION DESIGN

irridesignstudio.com

**IRRI Design Studio LLC (IDS).** Irri Design Studio is an irrigation design and consulting firm specializing in sustainable water management solutions for public and private sector projects. The firm provides irrigation planning, design, analysis, and consulting services that support efficient water use while meeting project performance, operational, and regulatory requirements.

With a focus on innovation, resource conservation, and technical excellence, Irri Design Studio develops irrigation systems that balance functionality, efficiency, and environmental stewardship. The firm's expertise supports landscape and infrastructure projects through the delivery of practical, high-performing irrigation solutions that contribute to long-term sustainability goals and responsible water resource management.

## GEOTECHNICAL ENGINEER

gecfla.com

**Geotechnical and Environmental Consultants, Inc. (GEC)**, headquartered in Orlando, Florida, is a consulting firm specializing in geotechnical engineering, environmental services, ground penetrating radar (GPR), and construction materials testing. For more than 35 years, the firm has supported infrastructure, transportation, utility, and public works projects throughout Central Florida, providing technical expertise during planning, design, and construction.

GEC is prequalified with the Florida Department of Transportation (FDOT) in Work Groups 9.1, 9.2, 9.3, 9.4, and 9.5 (Soils Exploration, Materials Testing, and Foundations), as well as Work Group 10.3 (Construction Materials Inspection). The firm's team possesses extensive experience with FDOT standards, procedures, and project requirements, supporting the successful delivery of complex infrastructure projects through geotechnical investigation, testing, and inspection services.

## LIGHTING DESIGN

taylorandtaylor.net

**Taylor & Taylor Engineering (T&TE)** is a certified Women Business Enterprise (WBE) providing mechanical, electrical, plumbing (MEP), and related building systems engineering services. Founded in 2004, the firm serves architects, contractors, engineers, and facility owners on projects throughout Florida and Georgia.

With experience supporting both traditional design-bid-build and design-build delivery methods, T&TE provides practical and cost-effective engineering solutions for a wide range of building projects. The firm's expertise in MEP system design supports successful project delivery through coordinated, efficient, and constructible design services.

# 4. Project Team

^ Cauley Lott Park, Mount Dora, FL

EXCELLENCE

# Project Team

GAI's Community Solutions Group (CSG) has assembled a highly qualified, multidisciplinary team with the technical expertise, local knowledge, and implementation experience necessary to successfully deliver the Lake King Project.

To provide clear leadership, accountability, and efficient project delivery, our team is organized into four integrated components:

- **Leadership and Project Management**
- **Landscape Architecture and Design**
- **Engineering and Technical Services**
- **Community Engagement**

This structure ensures seamless coordination across disciplines while maintaining a unified project vision. Working closely with Town leadership, residents, stakeholders, and regulatory agencies, the team will lead the project from planning and design through implementation and long-term stewardship.

## LEADERSHIP AND PROJECT MANAGEMENT TEAM

This team will provide overall direction, quality management, client coordination, and day-to-day project delivery.

**Pete Sechler, PLA, AICP,** Director of GAI's Community Solutions Group (CSG), will serve as Project Executive. Pete will provide executive oversight, strategic guidance, quality assurance, and executive-level coordination with the Town. Drawing on his experience leading award-winning parks, waterfronts, stormwater parks, and public realm projects throughout Florida, he will help ensure the project remains aligned with the Town's goals, schedule, budget, and long-term vision.

**Donald Wishart, PLA, ASLA, CSG's** Director of Landscape Architecture, will serve as **Project Director and Landscape Architecture Lead**. Donald will oversee all planning, landscape architecture, urban design, and park design activities, guiding the project from schematic design through construction documentation and construction administration. His leadership will ensure the successful integration of park design, placemaking, flood mitigation, and ecological restoration.

**Claudia Ray, MSAUD,** Senior Planner and Urban Designer with CSG, will serve as **Project Manager and Community Engagement Lead.** Claudia will act as the Town's primary point of contact and manage day-to-day project execution. She will coordinate all disciplines, lead community engagement efforts, oversee project communications, and ensure seamless integration between planning, design, engineering, and public outreach.

**Jon Templin, PLA,** Senior Landscape Architect with CSG, will serve as **Assistant Project Manager and Landscape Architect.** Jon will support project management while leading technical landscape architecture production, design development, cost estimating, and construction administration support.

**Aimee Shields, PE,** Senior Engineering Manager with GAI, will serve as **Assistant Project Manager and Civil Engineering Lead.** Aimee will oversee site and civil engineering, permitting coordination, utility coordination, and implementation support. She will also coordinate engineering efforts among GAI, Jacobs, and the project's technical subconsultants.

**Ricky Ly, PE,** Jacobs' Drainage Engineer, will serve as Engineering Manager and Stormwater Engineering Lead. Ricky will manage Jacobs' engineering team, which will lead the hydrologic and hydraulic modeling, flood mitigation analysis, drainage design, watershed planning, and stormwater engineering efforts.

## LANDSCAPE ARCHITECTURE AND DESIGN TEAM

The Landscape Architecture and Design Team will be responsible for transforming the Town's vision into a resilient, attractive, and community-centered public space that seamlessly integrates recreation, ecology, accessibility, placemaking, and environmental restoration.

The team will be led by **Donald Wishart, PLA, ASLA, CSG's** Director of Landscape Architecture, serving as **Landscape Architecture Lead**, and **Jon Templin, PLA,** serving as **Landscape Architect.** Supporting the planning and design effort, **Claudia Ray, MSAUD,** CSG's Urban Designer and Project Manager, will lead urban design, placemaking, and schematic design, helping translate community priorities and resilience goals into a cohesive vision for Lake King Park.

**Justine Shapiro-Kline, AIA, AICP, WEDG**, of **ONE Architecture & Urbanism**, will provide resilience planning, urban design, and community-centered design expertise. Drawing on her experience leading the EPA Recovery to Prosperity Partnership (R2P2) initiative in Eatonville, Justine will help integrate climate adaptation, nature-based solutions, resilience strategies, equitable design principles, and long-term community goals into the planning and schematic design process.

Supporting the design effort, **Ana Kimelton, SEGD** (CSG) will provide wayfinding and interpretive design services, helping create educational, navigation, and identity elements throughout the park. **Ruffin Rhodes, AIA, NOMA**, and **Lori Godbold, AIA**, of **Rhodes+Brito Architects**, will provide architectural design services for structures and buildings within the project area. **Connor Zielinski, ASIC, ASLA,** of **IRRI Design Studio**, will lead irrigation design, ensuring sustainable and efficient water management for landscape areas. **Randy Taylor and Krista Taylor**, of **Taylor & Taylor Engineering**, will provide lighting design services that enhance safety, functionality, aesthetics, and user experience throughout the park.

Working collaboratively with the Engineering and Technical Services Team, the Landscape Architecture and Design Team will lead the overall design of the Lake King site, integrating park amenities, ecological restoration, resilience strategies, and community priorities into a cohesive and functional vision.

## ENGINEERING AND TECHNICAL SERVICES TEAM

The Engineering and Technical Services Team will provide comprehensive support for stormwater management, flood mitigation, watershed modeling, civil engineering, wetland restoration, environmental permitting, surveying, and geotechnical evaluation. Working collaboratively, this team will advance the project from concept refinement and technical

**Aimee Shields, PE** will **lead civil engineering design**, permitting, utility coordination, and implementation support. **David Landing, PE,** and **Nathália Kail, PhD, PE**, will provide **water resources and utility engineering expertise**. As the Town's current water and wastewater engineering consultants, David and Nathália bring valuable familiarity with Eatonville's existing utility infrastructure and long-term capital improvement needs. Together, the GAI Civil and Water Engineering team will work closely with the Landscape Architecture and Design Team, Jacobs Engineering Group, and technical specialists to integrate engineering solutions with the project's park design, wetland restoration, stormwater management, and resilience objectives.

Supporting the engineering effort, Jacobs Engineering Group will lead stormwater engineering, hydrologic and hydraulic modeling, watershed analysis, flood mitigation design, floodplain management, and system design. The **Jacobs team** includes **Ricky Ly, PE; Ava Sorabi, PE, CFM; Dennis Stevenson, PE; Raquel Lopez, PE, ENV SP; Rafael Vázquez-Burney, PE; Allison Tritschler, PE; Daniel Wible, PE, LEED AP, ENV SP; and Jason Montminy.** Together, these specialists bring direct experience with the Lake King and Lake Bell Flood Assessment Study and extensive expertise in resilient water resource infrastructure.

Providing environmental assessment and restoration support, **Don Carpenter, PhD, PE, LEED AP**, and **Lee Mullon, PE, CFM, BC.WRE, PMP**, of **Drummond Carpenter (SDVOSB)** will support green infrastructure design, wetland restoration, water quality improvements, habitat enhancement, and environmental permitting.

Supporting technical investigations, **Sherry Manor, PSM,** and **Maria Santamarina-Aris, of volerGROUP (SBE/MWBE),** will provide topographic surveys, boundary surveys, utility mapping, and field data collection necessary to support design development and permitting. In addition, **Richard McCormick, PG,** and **Craig Ballock, PE**, of Geotechnical and Environmental Consultants, will perform geotechnical investigations, subsurface evaluations, soil analyses, and construction recommendations to support final engineering design and implementation.

## COMMUNITY ENGAGEMENT TEAM

The Community Engagement and Design Team will work closely with Town leadership, residents, stakeholders, and community partners to ensure the project reflects Eatonville's vision, values, and priorities. Through community engagement activities and

the schematic design process, the team will translate community input into a cohesive design framework that advances both flood mitigation and community development goals.

The team will be led by **Claudia Ray, MSAUD (CSG)**, serving as Project Manager, Urban Designer, and Community Engagement Lead. Claudia will oversee public involvement activities, stakeholder coordination, project communications, and visioning workshops, ensuring community input is incorporated into planning and design decisions throughout the project.

Supporting the engagement effort, **Justine Shapiro-Kline, AIA, AICP, WEDG**, of **ONE Architecture & Urbanism,** will provide resilience planning, community engagement, and storytelling expertise. Drawing on her experience leading the EPA R2P2 initiative in Eatonville, Justine will support the development of engagement activities, workshop materials, visioning exercises, storytelling narratives, presentation graphics, and community outreach tools that help communicate project concepts, connect technical ideas to community priorities, and facilitate meaningful participation throughout the planning and design process.

**Dr. Candance Finley**, Founder of **N2N Consulting**, will serve as the project's Community Outreach and Local Resident Liaison. As an Eatonville resident, educator, and community leader, Dr. Finley brings deep local relationships and firsthand knowledge of community priorities, helping ensure meaningful participation by residents, youth, community organizations, and neighborhood stakeholders.

Working collaboratively, this team will lead public workshops, stakeholder meetings, community outreach events, educational programming, visioning exercises, and interactive design charrettes. They will support the development of conceptual and schematic design alternatives, resilience planning recommendations, interpretive and educational programming, STEAM initiatives, and environmental stewardship opportunities that connect residents to the project's long-term benefits.

The following pages include the Project Organization Chart, which illustrates team structure, reporting relationships, and areas of responsibility, followed by key staff resumes that highlight the experience and qualifications of the professionals who will lead and support this project.

# Our Team!

*Key staff have upwards of 50% availability for this contract.*

## Town of Eatonville

LEADERSHIP AND PROJECT MANAGEMENT TEAM

**PROJECT EXECUTIVE**
GAI/CSG
Peter Sechler, PLA, AICP

*Authorized Representative*

**PROJECT DIRECTOR AND LANDSCAPE ARCHITECTURE LEAD**
GAI/CSG
Donald Wishart, PLA, ASLA

**PROJECT MANAGER & COMMUNITY ENGAGEMENT LEAD**
GAI/CSG
Claudia Ray, MSAUD

*Primary Point of Contact*

**ASSISTANT PROJECT MANAGER LANDSCAPE ARCHITECT**
GAI/CSG
Jon Templin, PLA

**ASSISTANT PROJECT MANAGER ENGINEERING LEAD**
GAI/CSG
Aimee Shields, PE

**WATER / STORMWATER ENGINEER**
Jacobs
Ricky Ly, PE

### LANDSCAPE ARCHITECTURE AND DESIGN TEAM

**LANDSCAPE ARCHITECTURE**
GAI/CSG
Donald Wishart, PLA, ASLA
Jon Templin, PLA
Claudia Ray, MSAUD

**RESILIENCE PLANNING/DESIGN**
One Architecture & Urbanism
Justine Shapiro-Kline, AIA, AICP, WEDG
Pranav Thole

**ARCHITECTURE**
Rhodes+Brito (MBE)
Ruffin Rhodes, AIA, NOMA
Lori Godbold, AIA

**WAYFINDING**
GAI/CSG
Ana Kimelton, SEGD

**IRRIGATION DESIGN**
IRRI Design Studio
Connor Zielinski, ASIC, ASLA

**LIGHTING DESIGN**
Taylor & Taylor Engineering (WBE)
Randy Taylor
Krista Taylor

### ENGINEERING AND TECHNICAL SERVICES TEAM

**CIVIL AND WATER ENGINEERING**
GAI/CSG
Aimee Shields, PE
David Landing, PE
Nathália Kail, Ph.D, PE

**STORMWATER / WETLAND ENGINEERING**
Jacobs
Dennis Stevenson, PE
Raquel Lopez, PE, ENV SP
Ava Sorabi, PE, CFM
Rafael Vázquez-Burney, PE
Allison Tritschler, PE
Jason Montminy
Daniel Wible, PE, LEED AP, ENV SP

**ENVIRONMENTAL ASSESSMENT AND RESTORATION**
Drummond Carpenter (SDVOSB)
Don Carpenter, PhD, PEe, LEED AP
Lee Mullon, PE, CFM, BC.WRE, PMP

**GEOTECHNICAL ENGINEERING**
Geotechnical and Environmental Consultants
Richard McCormick, P.G.
Craig Ballock, PE

**SURVEYING**
volerGROUP (SBE, MWBE)
Sherry Manor, PSM
Maria Santamarina-Aris

### COMMUNITY ENGAGEMENT TEAM

| GAI/CSG | N2N CONSULTING (*Eatonville Based Business*) | One Architecture & Urbanism |
|---|---|---|
| Claudia Ray, MASAUD | Dr. Candace Finley | Justine Shapiro-Kline, AIA, AICP, WEDG |

# Peter Sechler, PLA, AICP, MBA

Vice President, Director, GAI's Community Solutions Group

Pete is the Director of GAI's Community Solutions Group (CSG), focused on Planning, Urban Design, Landscape Architecture, and Economic Development in the eastern U.S. for public, private, and institutional clients. His focus has been to work inclusively—identifying the community context and mission, understanding economic potential, and thereby positioning specific initiatives to support broader goals, enhanced livability, and sustainable success. Pete has been involved in the following types of projects: citywide regional visioning; community redevelopment; transit-oriented urban development; main street and urban walkability projects; medical, educational, and office park campuses; urban public parks and trails; and neighborhood planning and enhancements.

**PROJECT ROLE**
**Project Executive**

**YEARS OF EXPERIENCE**
36 Total | 12 with GAI

**EDUCATION**
MBA, Business Administration, 2018, Point Park University

BS, Landscape Architecture, 1990, Ohio State University

**LICENSES + CERTIFICATIONS**
Professional Landscape Architect (PLA): FL 1993, #LA0001465

American Institute of Certified Planners (AICP), No. 023221

## HIGHLIGHTED PROJECT EXPERIENCE

- Victory Pointe Park, Clermont, FL. *Principal-in-Charge*
- Downtown Master Stormwater Pond and Park – Unity Park, Ocoee, FL. *Principal-in-Charge*
- Lake Eola Park Master Plan, Orlando, FL. *Principal-in-Charge*
- Lake Beauty Park, Orlando, FL. *Principal-in-Charge*
- Dew Drop Park, Casselberry, FL. *Principal-in-Charge*
- City of Jacksonville Riverfront Plaza, Jacksonville, FL. *Principal-in-Charge*
- Lake Front Park Concept Plan, St. Cloud, FL. *Principal-in-Charge*
- Packing District Grove Park, Orlando, FL. *Principal-in-Charge*
- Independence Lane and Square, Maitland, FL. *Principal-in-Charge*

# Donald Wishart, PLA, ASLA

Assistant Vice President, Senior Director, Landscape Architecture

Donald is a Senior Director and Design Leader for GAI's Community Solutions Group (CSG), with 36 years of diverse landscape architecture experience. He focuses on creating innovative livable, sustainable places, and has worked on an extensive range of resort, recreational, residential, civic, and commercial projects located throughout the U.S. Donald's experience includes master planning, sustainable site design, streetscape design, and detailed landscape architectural design and construction documentation—with expertise in creating and developing project vision and character and bringing that conception to the built form.

**PROJECT ROLE**
**Project Director/Landscape Architect Lead**

**YEARS OF EXPERIENCE**
36 Total | 12 with GAI

**EDUCATION**
BLA, Landscape Architecture (with Honors), 1989, University of Florida

**LICENSES + CERTIFICATIONS**
Professional Landscape Architect (PLA): FL – 1998, #LA0001626

## HIGHLIGHTED PROJECT EXPERIENCE

- EPA R2P2 Central Florida Technical Assistance, Town of Eatonville and City of Deltona, FL. *Principal Design Leader*
- Victory Pointe Park, Clermont, FL. *Principal Design Leader*
- Downtown Master Stormwater Pond and Park – Unity Park, Ocoee, FL. *Principal Design Leader*
- Lake Eola Park Master Plan, Orlando, FL. *Principal Design Leader*
- Newberry Lois Forte Park Design, Newberry, FL. *Project Director, Principal Design Leader*
- Lake Beauty Park, Orlando, FL. *Principal Design Leader*
- City of Jacksonville Riverfront Plaza, Jacksonville, FL. *Principal Design Leader*
- Lake Front Park Concept Plan, St. Cloud, FL. *Principal Design Leader*
- Packing District Grove Park, Orlando, FL. *Principal Design Leader*
- Independence Lane and Square, Maitland, FL. *Principal Design Leader*
- Community Parks and Open Space, Baldwin Park, FL. *Principal Design Leader**

# Claudia Ray, MSAUD

Senior Project Planner

Claudia is a creative, forward-thinking Senior Project Planner and Urban Designer within GAI's Community Solutions Group (CSG). She has two decades of experience working with public, private, and institutional clients on planning, landscape design, and architecture projects of all scales. Claudia's award-winning work demonstrates her proven ability to envision, design, and implement strategies while understanding the place, and listening to stakeholders and clients. Project management and leadership skills empower Ms. Ray to create and develop livable cities and communities. She has a clear understanding of different scales of the built environment, its social and economic dynamics, governance, and private development.

**PROJECT ROLE**

**Client and Project Manager/ Community Engagement Lead**

**YEARS OF EXPERIENCE**

21 Total | 8 with GAI

**EDUCATION**

MSAUD, Architecture and Urban Design, 2012, Columbia University

B. Architecture, 2005, Universidad Simon Bolivar, Venezuela

## HIGHLIGHTED PROJECT EXPERIENCE

- EPA R2P2 Central Florida Technical Assistance, Town of Eatonville and City of Deltona, FL. *Planning and Design*
- Eatonville CRA Plan Update, Town of Eatonville, FL. *Lead Urban Designer and Planner*
- Newberry Lois Forte Park Design, Newberry, FL. *Project Manager*
- Warehouse Arts District and Deuces Live Action Plan, St. Petersburg, FL. *Project Manager and Lead Urban Designer*
- Downtown Maitland Revitalization Master Plan, Maitland, FL. *Planner*
- OBTNext, A Corridor Master Plan for the Orange Blossom Trail (OBT) Corridor, Orange County, FL. *Project Manager*
- Pinellas Park Public Art Services, Pinellas Park, FL. *Project Manager*

# Jon Templin, PLA

Associate, Senior Landscape Architect Manager

Jon has proven experience in project planning, quality assurance, multimedia communications, and client services. He is exceptional at implementing new skills and thrives both independently and within a team environment. He has experience working with all facets of landscape architecture and is able to convey the design intension through conceptual perspective sketches. Jon's project experience also includes award-winning landscape architecture and planning projects for clients such as Polk County Parks, City of Sanford, and Lake Nona.

**PROJECT ROLE**

**Landscape Architect Project Manager**

**YEARS OF EXPERIENCE**

22 Total | 3 with GAI

**EDUCATION**

BA, Landscape Architecture, 1999, Virginia Polytechnic Institute & State University

**LICENSES + CERTIFICATIONS**

Professional Landscape Architect (PLA): FL – 2008, #LA6667227

## HIGHLIGHTED PROJECT EXPERIENCE

- EPA R2P2 Central Florida Technical Assistance, Town of Eatonville and City of Deltona, FL. *Landscape Architect*
- Dew Drop Park, Casselberry, FL. *Landscape Architecture*
- Rolling Hills Park Design and Implementation, Longwood, FL. *Landscape Architect*
- Palmo Park, St. Johns County, FL. *Landscape Architect*
- The Ranch, St. Cloud, FL. *Landscape Architect*
- Plantation Central Park, Plantation, FL. *Landscape Architect*
- Sunbridge N6, Roadway and Open Space and Amenity Center, Taylor Morrison of Florida, Orlando, FL. *Landscape Architect*
- Crossprairie ED6 Edgewater, David Weekley Homes, Osceola County, FL. *Landscape Architect*
- University of Central Florida Campus Master Planning and Landscape Architecture, Orlando, FL. *Landscape Architect*

# Aimee Shields, PE

Senior Associate, Senior Engineering Manager

Aimee has demonstrated expertise in project management and civil site design for commercial, residential, institutional, municipal, and private projects. Her design work includes grading, drainage, storm sewer systems, stormwater management facilities, water systems, sanitary sewers, pump stations, and roadways. Aimee develops construction drawings and specifications, and prepares permit application packages for submittal and processing through various local, state, and federal permitting agencies. Her civil engineering experience includes urban infill, hospitality and streetscape/roadway projects, healthcare campus master planning, enabling/infrastructure, and expansion projects. She has also prepared feasibility studies, flood mitigation analyses, and engineer's estimates of probable cost. In addition to her PE license and MBA, Ms. Shields holds advanced certification for maintenance of traffic design.

**PROJECT ROLE**
**Civil Engineering Lead and Permitting**

**YEARS OF EXPERIENCE**
23 Total | 20 with GAI

**EDUCATION**
MBA, Business Administration, 2017, Point Park University

BS, Civil Engineering, 2003, Villanova University

**LICENSES + CERTIFICATIONS**
Professional Engineer (PE): FL – 2008, #68011

Florida Advanced Maintenance of Traffic Certification, 2020, #59189 (Exp. 12/21/27)

## HIGHLIGHTED PROJECT EXPERIENCE

- Wastewater Collection System Improvements, Town of Eatonville, FL. *Grant Support Services*
- Rosemont Community Center Expansion, Orlando, FL. *Civil Engineering Project Manager*
- Lake Lorna Doone Park, Florida Citrus Sports, Orlando, FL. *Civil Engineering Project Manager*
- Dew Drop Park, Casselberry, FL. *Civil Engineering Project Manager*
- Central Winds Park Master Plan, Winter Springs, FL. *Project Engineer*
- Ember Dog Park, Haines City, FL. *Lead Civil Engineer*
- John Marble Park, Bradenton, FL. *Project Engineer*
- Atwater Community Park, North Port, FL. *Project Engineer*
- Packing District Grove Park and Master Stormwater System, Orlando, FL. *Project Engineer*

# David Landing, PE

Engineering Director

Mr. Landing is a Pipelines Engineer and Trenchless Design Specialist whose experience encompasses a variety of projects across the U.S., as well as a focus on water and wastewater projects in Northeast Florida. His design experience includes water/wastewater treatment plants, pressure and gravity pipelines, civil/site design, and stormwater design—along with an emphasis on large-diameter pipelines and trenchless installations. His experience in pipeline design includes feasibility studies, design and construction support, design calculations, and drawing production.

**PROJECT ROLE**
**Project Engineer + QA/QC**

**YEARS OF EXPERIENCE**
28 Total | <1 with GAI

**EDUCATION**
BS, Civil Engineering, 2012, University of North Florida

**LICENSES + CERTIFICATIONS**
Professional Engineer (PE): FL – 2016, #80483; GA – 2022, #PE049527; SC – 2023, #41102

## HIGHLIGHTED PROJECT EXPERIENCE

- Wastewater Collection System Improvements, Town of Eatonville, FL. *Project Engineer, QA/QC*
- Sewer System Condition Assessment, JEA, Jacksonville, FL. *QA/QC Engineer and Client Manager*
- Camp Thunderbird Septic-to-Sewer Wastewater System Improvements, Quest, Inc., Apopka, FL. *Engineer of Record*
- St Johns County Flex Warehouses, St. Johns County, FL. *Project Manager and Civil Site Engineer**
- Daytona Beach Condominiums, Daytona Beach, FL. *Project Manager**
- Lift Station #25 Rehabilitation Jacksonville Beach, FL. *Project Manager and EOR**
- Nira Street 48-inch Gravity Sewer Emergency Repair and Bypass, JEA, Jacksonville, FL. *CEI**
- I-4 Ultimate Project – Wet Utility Relocations, Various Orlando Area Utility Agencies, Orlando, FL. *Design Engineer**

**Previous Experience*

# Nathália Kail, PH.D, PE

Assistant Project Manager

Dr. Kail has over 11 years of combined research and professional experience focused on developing solutions for environmental issues related to water and wastewater conveyance and treatment. She specializes in water and wastewater systems analysis, including development and implementation of hydraulic models of large regional systems, steady state model simulations, utility system asset management and GIS database development, treatment process and plant siting evaluations, life-cycle assessments, as well as design and permitting of municipal pipeline and pump stations projects. Her experience also includes project management, problem-solving, mentoring, and teaching, as well as leading multidisciplinary teams on various water and wastewater projects.

**PROJECT ROLE**

**Project Engineering Manager**

**YEARS OF EXPERIENCE**

11 Total | 2 with GAI

**EDUCATION**

Ph.D, Environmental Engineering, 2022, University of Pittsburgh

MS, Environmental Engineering, 2017, University of Pittsburgh

BS, Environmental Engineering, 2014, Federal University of Paraiba, Brazil

**LICENSES + CERTIFICATIONS**

Professional Engineer (PE): FL – 2025, #101870

*NASSCO Certification: PACP, LACP, MACP, #P0059822-052026 (Exp 5/6/2029)*

**HIGHLIGHTED PROJECT EXPERIENCE**

- Wastewater Collection System Improvements, Town of Eatonville, FL. *Project Manager*
- Rose Arts Master Utility Plan (MUP), Lake Orlando Landowner, LLC, Orlando, FL. *Water Technical Specialist*
- Northgate Phase 2 Water Main Replacement, Casselberry, FL. *Subcontractor oversight and client coordination*
- Winter Woods Force Main Replacement, Casselberry, FL. *Assistant Project Manager*
- Continuing Professional Engineering Services, ECDD, Celebration, FL. *Project Engineer*
- Lancaster Park Neighborhood Water Main Replacement, Orlando Utilities Commission (OUC), Orlando, FL. *Assistant Project Manager*

# Ana Kimelton, SEGD

Senior Associate, Director of Wayfinding

Ana, Director of Wayfinding and Environmental Graphics in GAI's Community Solutions Group (CSG), brings nearly two decades of experience in wayfinding design, product development, and branding. A skilled Graphic and Industrial Designer, she excels in both 2D and 3D design, with deep knowledge of fabrication, materials, and construction documentation. Her data-driven, research-based approach ensures designs reflect project goals and character. She has led national and international wayfinding projects for cities and universities, including Daytona Beach, Kuala Lumpur, and the University of Florida.

**PROJECT ROLE**

**Landscape Architect Project Manager**

**YEARS OF EXPERIENCE**

22 Total | 3 with GAI

**EDUCATION**

BFA, Industrial Design, 2013, Savannah College of Art and Design

BS, Graphic Design, 2010, Instituto de Diseño de Caracas

BS, Industrial Design, 2007, Instituto de Diseño de Caracas

**AFFILIATIONS**

The Society for Experiential Graphic Design (SEGD)

**HIGHLIGHTED PROJECT EXPERIENCE**

- Bike 5 Cities Trail Wayfinding Plan, Casselberry, Eatonville, Maitland, Orlando, and Winter Park, FL. *Wayfinding Senior Planner and Designer*
- Lake Lorna Doone Park Graphics + Wayfinding, Florida Citrus Sports, Orlando, FL. *Wayfinding Senior Planner and Designer*
- Gainesville Park Wayfinding, Gainesville, FL. *Wayfinding Senior Planner and Designer*
- I-Drive Signage and Wayfinding, Orange County, FL. *Wayfinding Senior Planner and Designer*
- Packing District Wayfinding Master Plan, Orange County, Orlando, FL. *Wayfinding Senior Planner and Designer*
- Sebastian Wayfinding and Parks Signage Plan, Sebastian, FL. *Wayfinding Senior Planner and Designer*
- Maitland Bike-Ped Plan, Maitland, FL. *Wayfinding Senior Planner and Designer*

# Ricky Ly, PE

Drainage Lead

Jacobs

Ricky is a stormwater and drainage engineer with 19 years of experience supporting FDOT and local municipalities with drainage planning, flood mitigation, hydraulic and hydrologic modeling, stormwater design, permitting, and alternative analysis. His experience directly supports the Town of Eatonville's Lake King project, including his role as Lead Drainage Engineer for the Cadmus Phase 2 study in Eatonville, where he evaluated flooding within the Lake King and Lake Bell subbasins using Stormwise/ICPR modeling and supported development of alternatives to improve flood resilience. Ricky brings in-depth knowledge of state and local design requirements and environmental resource permitting, as well as experience evaluating drainage deficiencies, developing conceptual solutions, preparing cost estimates, and coordinating with agencies including SJRWMD and FDOT. His combination of Eatonville-specific experience, flood assessment, alternative analysis, and stormwater permitting knowledge will support practical solutions that improve drainage performance, reduce flood risk, and advance long-term resiliency for the Town.

**PROJECT ROLE**
**Drainage Lead**

**YEARS OF EXPERIENCE**
19 Total | 9 with Jacobs

**EDUCATION**
ME, Environmental Engineering, University of Florida

BS, Civil Engineering, University of Central Florida

**LICENSES + CERTIFICATIONS**
Professional Engineer: FL (#75622)

Qualified Stormwater Inspector: FL(#513)

## HIGHLIGHTED PROJECT EXPERIENCE

- FEMA, Cadmus Phase 2 – Study and Alternative Analysis of Coastal Communities, Eatonville, FL. *Lead Drainage Engineer*
- City of Cocoa Beach, Cedar, Woodland, Brevard, 2nd Street N Flooding & 1st Street N Between Oak Ave and N Orlando Avenue Flooding Evaluation, Cocoa Beach, FL. *Drainage Engineer*
- City of Cocoa Beach, Ramp Road Parking Lot Improvements Design, Permitting and Bidding Project, Cocoa Beach, FL. *Lead Drainage Engineer*
- City of Cocoa Beach, Minutemen Causeway Shoreline Erosion Study, Cocoa Beach, FL. *Lead Drainage Engineer*
- Brevard County, North Indian River Drive Shoreline Improvement & Drainage Master Plan, Brevard County, FL. *Drainage Lead*

# Dennis Stevenson, PE

Civil Engineering Senior Project Manager

Jacobs

Mr. Stevenson has 38 years of experience with site evaluations, master planning, design, construction cost estimating, specification writing, permitting, construction administration, and project closeout for governmental, industrial, institutional, and commercial site development projects. His experience includes site selection/due diligence, forensic engineering/expert witness, master planning, programming, storm water management systems, water and wastewater treatment, utility distribution and collection systems, earthwork, roadway and transportation design.

**PROJECT ROLE**
**Civil Engineering**

**YEARS' EXPERIENCE**
38 Total | 21 with Jacobs

**EDUCATION**
B.S., Civil Engineering, University of Cincinnati, 1978

**LICENSES + CERTIFICATIONS**
Professional Engineer: FL (#33748)

## HIGHLIGHTED PROJECT EXPERIENCE

- Seminole Indian Tribe of Florida, Seminole Indian Tribe Community Planning & Development Department. Performed site assessments, construction design drawings, cost estimates, permitting and construction administrative services for four community park projects on three different reservations, Hollywood, FL. *Civil Engineering Design Lead*
- Seminole Indian Tribe Public Works Department, Hollywood, FL. *Utility Master Planning Lead*
- Coco Cay Island Destination Resort, Berry Islands, Bahamas, Royal Caribbean Cruise Line, Miami Beach, FFL. *Utility Planning and Design Lead*
- Airport Improvement Projects, Palm Beach County Department of Airports,Palm Beach County, FL. *Utility Planning and Design Lead*

# Raquel Lopez, PE, ENV SP

Senior Drainage Engineer

Jacobs

Raquel is a stormwater engineer and project manager with 14 years of experience, specializing in drainage design, floodplain analysis, stormwater master planning, alternative analysis, and water quality improvements. Her experience directly aligns with the Lake King project through her work on the Cadmus Phase 2 study in Eatonville, where she evaluated flooding in the Lake King and Lake Bell subbasins, updated the existing ICPR model, and used Civil 3D to develop conceptual storage and pipe layout alternatives.

**PROJECT ROLE**
**Senior Drainage Engineer**

**YEARS' EXPERIENCE**
14 Total | 10 with Jacobs

**EDUCATION**
BS, Civil Engineering, University of Central Florida

**LICENSES + CERTIFICATIONS**
Professional Engineer: FL (#88229)
WHRM Certification
ENVSP Certification

## HIGHLIGHTED PROJECT EXPERIENCE

- FEMA, Cadmus Phase 2 – Study and Alternative Analysis of Coastal Communities, Eatonville, FL. *Stormwater Engineer*
- City of Cocoa Beach, Cedar, Woodland, Brevard, 2nd Street N Flooding & 1st Street North Between Oak Avenue Flooding Evaluation Project, Cocoa Beach, FL. *Project Manager*
- City of Cocoa Beach, Ramp Road Parking Lot Improvements Design, Permitting, and Bidding Project, Cocoa Beach, FL. *Stormwater Engineer*
- City of Cocoa Beach, Minutemen Causeway Shoreline Erosion Study, Cocoa Beach, FL. *Stormwater Engineer*
- Seminole County, Florida Stormwater Master Plan Update, Seminole County, FL. *Project Manager*
- Polk County, General Engineering Contract – Tillery Road and Rolling Oaks, Polk County, FL. *Stormwater Design Engineer*

# Ava Sorabi, PE, CFM

Floodplain Mitigation / Stormwater Engineer

Jacobs

Ava is a Professional Engineer and Certified Floodplain Manager with 15 years of experience delivering watershed master planning, stormwater, flood mitigation, and water infrastructure projects across Florida. She leads multidisciplinary teams from planning through construction, combining technical rigor with proactive communication, client coordination, and a focus on quality, schedule, and budget. Ava brings the valuable perspective of having worked on both the consultant and municipal sides of complex resiliency projects, including development of citywide H&H models, floodplain mapping, BMP prioritization, regulatory coordination, and major flood protection infrastructure. Her experience also includes securing an $8 million FDEP grant for the Shore Acres Resiliency Infrastructure project while serving with the City of St. Petersburg.

**PROJECT ROLE**
**Floodplain Mitigation / Stormwater Engineer**

**YEARS' EXPERIENCE**
15 Total | 2 with Jacobs

**EDUCATION**
BS, Water Resource Engineering

MS, Hydraulic Structure Engineering

**LICENSES + CERTIFICATIONS**
Professional Engineer: FL (#99816)
Certified Floodplain Manager

## HIGHLIGHTED PROJECT EXPERIENCE

- FEMA Cadmus Phase 2 – Lake King and Lake Bell Flood Assessment Study, Eatonville, FL, Project Engineer
- SWFWMD, Trout Creek Watershed Model Update, Pasco County, FL, Project Manager
- City of St. Petersburg, Stormwater Master Plan Update & Crescent Lake Water Quality Improvement Plan, St. Petersburg, FL, Project Engineer and Technical Lead
- City of St. Petersburg, Shore Acres Resiliency Infrastructure, St. Petersburg, FL, Project Engineer (Jacobs)/Former Project Manager (City of St. Petersburg)

# Rafael Vázquez-Burney, PE

Jacobs

Natural Treatment Systems / Wetland Restoration Lead

Rafael is a globally recognized natural treatment systems specialist with 21 years of experience developing innovative wetland, water quality, groundwater recharge, and ecological restoration solutions. He has led multidisciplinary technical teams on award-winning projects involving treatment wetlands, natural systems restoration, stormwater treatment, habitat creation, and beneficial water reuse. His Florida experience includes the 176-acre 4G Ranch Wetlands, the 35-acre City of Ocala Wetland Recharge Park, and the Crews Lake Natural Systems Restoration Project, where he led planning, design, permitting, and implementation of nature-based systems that improve water quality while supporting groundwater recharge and ecosystem enhancement.

**PROJECT ROLE**
**Natural Treatment Systems / Wetland Restoration Lead**

**YEARS' EXPERIENCE**
21 Total | 16 with Jacobs

**EDUCATION**
MCE, Civil Engineering, North Carolina State University

BS, Environmental Engineering, North Carolina State

**LICENSES + CERTIFICATIONS**
Professional Engineer: FL (#70768)

## HIGHLIGHTED PROJECT EXPERIENCE

- City of Ocala, Wetland Recharge Park, Ocala, FL. *Project Manager and Subject Matter Expert*
- Pasco County Utilities Services Branch, 4G Ranch Wetlands, Pasco County, FL. *Project Manager and Lead Subject Matter Expert*
- Pasco County Utilities Services Branch, Crews Lake Natural Systems Restoration Project, Pasco County, FL. *Project Manager and Subject Matter Expert*
- United Utilities, Bolton WWTP Effluent Wetland, Bolton, United Kingdom. *Subject Matter Expert*
- Waukegan Harbor, Infiltration Treatment Wetland, Waukegan, IL. *Subject Matter Expert*
- Watercare, Wellsford WWTP Treatment Wetlands Pilot Trial, Wellsford, New Zealand. *Subject Matter Expert*

# Allison Tritschler, PE

Jacobs

Treatment Wetlands Specialist

Allison is a Professional Engineer with 15 years of experience specializing in treatment wetlands, water quality management, reuse, and natural treatment systems. Her experience includes planning, modeling, permitting, design, construction, and startup of major Florida wetland and groundwater recharge projects. She has supported the City of Ocala Groundwater Recharge Wetland Park and Pasco County's 4G Ranch Wetlands, bringing hands-on experience in wetland modeling, FDEP permitting, nutrient reduction, and implementation. For the Lake King project, Allison will help advance wetland restoration and nature-based solutions that improve water quality, flood resilience, and long-term environmental performance.

**PROJECT ROLE**
**Treatment Wetlands Specialist**

**YEARS' EXPERIENCE**
15 Total | 12 with Jacobs

**EDUCATION**
MS, Environmental Engineering Sciences, University of Florida

BS, Environmental Engineering Sciences, University of Florida

**LICENSES + CERTIFICATIONS**
Professional Engineer: FL (#85332)

## HIGHLIGHTED PROJECT EXPERIENCE

- City of Ocala, Groundwater Recharge Wetland Park, Ocala, FL. *Project Engineer/Deputy Project Manager*
- Brevard County Utilities, Effluent Management Improvement: Planning Support, Brevard County, FL. *Subject Matter Expert*
- Pasco County, 4G Ranch Wetlands Beneficial Reuse Project, Pasco County, FL. Project Engineer
- CDM Smith and JEA, Buckman Water Reclamation Facility Ozone Wetland Pilot, Jacksonville, FL. *Project Manager*

# Jason Montminy

Senior Stormwater Technologist

Jacobs

Jason is a water resources professional with 20 years of experience delivering feasibility studies, master planning, engineering design, watershed management, flood protection, and construction management projects. He brings a strong focus on constructability and practical implementation, helping teams develop adaptable, cost-effective stormwater solutions from planning through construction. Jason has served as technical lead on hundreds of stormwater BMP projects and as field data collection lead for watershed management plans, giving him first-hand knowledge of stormwater infrastructure conditions and performance. For the Lake King project, his experience with watershed assessments, flood mitigation alternatives, BMP development, constructability reviews, and cost estimating will help the team identify practical improvements that address flooding while considering long-term operation and implementation.

**PROJECT ROLE**

**Senior Stormwater Technologist**

**YEARS OF EXPERIENCE**

20 Total | 18 with Jacobs

**EDUCATION**

AA, Industrial Engineering/ Computer Aided Design

**LICENSES + CERTIFICATIONS**

Florida Phosphate Producers (FPP) – 16 Hour

Mine Safety and Health Administration (MSHA) Part 46

## HIGHLIGHTED PROJECT EXPERIENCE

- City of St. Petersburg, Citywide Watershed Model Refinement, Urban Watershed Management & Crescent Lake Water Quality Improvement Plan, St. Petersburg, FL. *Deputy Project Manager*
- Pinellas County, Design, Permitting, and Services During Construction of Major Drainage Channels – 8 Sites, Pinellas County, FL. *Water Resources Specialist/Construction Manager*
- Hillsborough County, Northwest 5 Watershed Master Plan Update, Hillsborough County, FL. *BMP Analyst*
- City of St. Petersburg, Integrated Water Resources Master Plan, St. Petersburg, FL. *BMP Analyst*

# Daniel Wible, PE, LEED AP®, ENV SP

Resiliency / Green Infrastructure Specialist

Jacobs

Daniel is a water resources engineer with more than 25 years of experience in green stormwater infrastructure (GSI), Low Impact Development, stormwater management, and hydrologic and hydraulic modeling. He has delivered more than 100 stormwater projects nationwide and served as a technical leader for large-scale GSI programs. His experience includes rain gardens, bioswales, bioretention, infiltration systems, permeable pavement, and other nature-based stormwater solutions. For the Lake King project, Daniel's expertise will support practical green infrastructure strategies that reduce runoff, improve water quality, enhance resilience, and integrate with the Town's broader flood mitigation improvements.

**PROJECT ROLE**

**Resiliency / Green Infrastructure Specialist**

**YEARS OF EXPERIENCE**

25 Total | 18 with Jacobs

**EDUCATION**

MS, Water Resources and Environmental Engineering, Villanova University
BS, Civil Engineering, Villanova University

**LICENSES + CERTIFICATIONS**

Professional Engineer: FL (#92856)
Envision™ Sustainability Professional

## HIGHLIGHTED PROJECT EXPERIENCE

- Joe's Creek Model Update, Alternatives Analysis, and Feasibility Study; Pinellas County, FL. *Senior Technical Consultant*
- City of Miami Beach, Blue-Green Stormwater Infrastructure, Miami Beach, FL. Senior Engineer/ *Senior Technical Consultant*
- NYCEDC, Green Infrastructure Program, Bronx, NY. Project Engineer/Senior Technical Consultant
- First Street Neighborhood Improvement Project, Public Works Department, City of Miami Beach, FL. Senior Engineer/ *Senior Technical Consultant*
- Various Green Street Designs, Department of Public Works and Facilities; Pensacola, FL. *Senior Technical Consultant*
- Stormwater Management Master Plan Update; City of St. Petersburg, FL. *Senior Technical Consultant*

# Don Carpenter, PHD, PE, LEED AP

DRUMMOND CARPENTER

Senior Professional Engineer

Dr. Carpenter is professional engineer and accredited green design professional whose expertise includes civil site design, GSI, modeling and monitoring, planning, project/grant management, and community engagement. As an NCI Certified Charrette Facilitator, he has extensive experience in community engagement and planning to facilitate GSI implementation and socio-economic sustainability plans.

**PROJECT ROLE**
**Senior Principal Engineer**

**YEARS' EXPERIENCE**
28 Total | 10 with DC

**EDUCATION**
PhD, Environmental and Water Resources Engineering, University of Michigan, 2001

MS, Ocean Engineering, Oregon State University, 1996

BS, Civil Engineering, Purdue University, 1993

**LICENSES + CERTIFICATIONS**
Professional Engineer: FL #77517

## HIGHLIGHTED PROJECT EXPERIENCE

- US EPA Recovery and Resiliency Partnership Project (R2P2), Central Florida, Town of Eatonville, FL. *Senior Principal Engineer*
- Green Infrastructure Planning for WaterTowns, Numerous Locations, MI. *Senior Principal Engineer*
- Fenkel Stormwater Projects, Detroit, MI. *Senior Principal Engineer*
- Oakland Park Green Infrastructure Improvements, Oakland County, MI. *Senior Principal Engineer*
- City Hall and Kollen Park GSI, Holland, MI. *Senior Principal Engineer*
- Green Stormwater Implementation, Dearborn, MI. *Senior Principal Engineer*

**ADDITINAL LICENSES + CERTIFICATIONS**
LEED Accredited Professional, Green Building Certification Institute

NCI Charrette Facilitation Certified, National Charrette Institute

# Lee Mullon, PE, CFM, BC.WRE, PMP

DRUMMOND CARPENTER

Senior Professional Engineer

For two decades, Mr. Mullon has worked almost exclusively with local governments in Florida to address challenges with stormwater management, environmental regulations, water quality impairments, climate change, and adaptation. He focuses on improving outcomes for both the built and natural environments for municipalities and their residents. Mr. Mullon serves on the Executive Committee of the Florida Stormwater Association (FSA) and is a co-author of the FSA Best Management Practice Lifecycle Costing Tool and Report.

**PROJECT ROLE**
**Senior Principal Engineer**

**YEARS' EXPERIENCE**
24 Total | 7 with Jacobs

**EDUCATION**
MS, Water Resources Engineering, University of Central Florida, 2014

BS, Civil Engineering, University of Central Florida, 2005

**LICENSES + CERTIFICATIONS**
Professional Engineer: FL #72414

## HIGHLIGHTED PROJECT EXPERIENCE

- Countywide Drainage Manual, Orange County, FL. *Senior Professional Engineer*
- Lakes Water Quality Prioritization Master Plan, Orlando, FL. *Senior Professional Engineer*
- Comprehensive Water Quality Master Plan, Seminole County, FL. *Senior Professional Engineer*
- Lake Buchanan Feasibility Study, Orange County, FL. *Senior Professional Engineer*
- Lake Gandy Phase II BMP Performance Monitoring, Orange County, FL. *Senior Professional Engineer*

**ADDITIONAL LICENSES + CERTIFICATIONS**
Certified Floodplain Manager, #US-15-08381

Board Certified Water Resource Engineer, #00751

Project Management Professional, #2809800

FDEP Erosion & Control Inspector, #22225

# Justine Shapiro-Kline, AIA AICP WEDG

Principal, Planning

Justine Shapiro-Kline is Principal and Director of Planning at ONE Architecture & Urbanism, where she leads urban design, planning, and research. Justine brings more than a decade of experience working with communities, public agencies, and organizations on strategic initiatives, revitalization plans, and visioning efforts for equitable adaptation to climate change and its impacts.

**PROJECT ROLE**

**Resilience Planning/Design and Community**

**YEARS' EXPERIENCE**

20 Total | 10 with ONE

**EDUCATION**

Columbia University GSAPP, M.Arch

Columbia University GSAPP, M.S., Urban Planning

Harvard College, AB cum laude, History & Literature

**LICENSES + CERTIFICATIONS**

Certified Planner, AICP, #31643

WEDG Associate, Waterfront Alliance

## HIGHLIGHTED PROJECT EXPERIENCE

- Recovery and Resiliency Partnership Projects - Central Florida, U.S. EPA, Eatonville and Deltona, FL, 2023–24
- Climate Strong Communities, NYC Mayor's Office of Climate & Environmental Justice/NYC Economic Development Corporation, New York, NY, 2023–
- NFK2050 Comprehensive Plan, City of Norfolk, Norfolk, VA, 2024–25
- Climate Change Equitable Resilience Technical Assistance, U.S. EPA, various locations in the U.S. and Puerto Rico, 2024
- Nature-based Drainage for Lafayette, Louisiana, U.S. EPA, Lafayette, LA, 2023
- Campus RainWorks: Technical Assistance at Morgan State University and University of Texas at Arlington, U.S. EPA, Baltimore, MD & Arlington, TX 2022–23
- Newark360 Comprehensive Plan, City of Newark, Newark, NJ, 2021–22
- Sea2City challenge, City of Vancouver, Canada, 2021–22
- Resilience by Design: Amsterdam Metropolitan Region, 2020
- Breezy Point Coastal Resiliency, NYC Department of Design & Construction, New York, NY, 2019–21

# Pranav Thole

Senior Urban Designer

Pranav is an Urban Designer at ONE, where he focuses on urban design, resilience, and climate adaptation, with a focus on coastal communities.

**PROJECT ROLE**

**Resilience Planning/Design and Community**

**YEARS' EXPERIENCE**

6 Total | 3 with ONE

**EDUCATION**

Harvard University Graduate School of Design (GSD), Master of Architecture in Urban Design MAUD

KRVIA, Mumbai University, Bachelor of Architecture

**LICENSES + CERTIFICATIONS**

WEDG Associate, Waterfront Alliance

## HIGHLIGHTED PROJECT EXPERIENCE

- Recovery and Resiliency Partnership Projects - Central Florida, U.S. EPA, Eatonville and Deltona, FL, 2023–24
- Climate Strong Communities, NYC Mayor's Office of Climate & Environmental Justice/NYC Economic Development Corporation, New York, NY, 2023–
- Pelham Bay Park Access Study, NYC Parks, New York, NY, 2025–
- Relocation to Restoration (R2R), Buy-In Community Planning, Pascagoula, MS, 2025–
- Brooklyn Marine Terminal, NYC Economic Development Corporation, New York, NY, 2024–25
- Climate Change Equitable Resilience Technical Assistance, U.S. EPA, various locations in the U.S. and Puerto Rico, 2024
- Sea2City challenge, City of Vancouver, Canada, 2021–22

# Ruffin Rhodes, AIA, NOMA

President | Director of Operations

In 1996 Ruffin was one of two Partners that founded Rhodes+Brito. As someone who believes in the importance of working directly with clients, since the inception of the company, he has taken a"hands-on" approach as Designer and Project Manager on many of our government, education, and commercial projects. Ruffin's architectural background includes a wide range of project types and sizes. These include education, community centers, transportation facilities, and commercial construction. Ruffin understands design boundaries and enjoys developing cost-effective and innovative construction solutions for clients.

**PROJECT ROLE**
**Project Executive**

**YEARS OF EXPERIENCE**
35 Total | 11 with Rhodes+Brito

**EDUCATION**
Bachelor of Science in Architectural Studies,1982, Architecture, Florida A&M University

Masters of Architecture, 1989, Architecture Florida A&M University

**LICENSES + CERTIFICATIONS**
Registered Architect
#AR 0014284 Florida

## HIGHLIGHTED PROJECT EXPERIENCE

- Eatonville Kennedy Study, Orlando, Florida, Orlando, FL. *Principal-in-Charge*
- Eatonville Water Treatment Design Concept, Town of Eatonville, FL. *Principal-in-Charge*
- Eatonville Senior Center Renovation, Osceola County, FL. *Principal-in-Charge*
- Eatonville Catalina / Frances Jerry Park Master Plan, FL. *Principal-in-Charge*
- Eatonville African-American Museum, FL. *Principal-in-Charge*
- Town of Eatonville, Eatonville Public Library, Eatonville, FL. *Principal-in-Charge*
- Orange County Cultural Center, Orlando, Florida, FL. *Principal-in-Charge*
- City of Orlando, Rosemont Community Center Phase II & Gymnasium, FL. *Project Manager*
- Denton Johnson Park Masterplan, FL. *Principal-in-Charge*
- Flagler County Library Phase II, FL. *Principal-in-Charge*
- Lake County Fairgrounds Master Planning, Lake County, FL. *Principal-in-Charge*
- USAF Tyndall AFB Fire Station 4, FL. *Principal-in-Charge*

# Lori Godbold, AIA, LEED AP

Project Architect

Lori Godbold; AIA, NCARB, has over 25 years professional experience in Architecture, Interior Design, Mechanical Engineering and Construction. In addition, she has worked on a variety of project types including public safety, government, commercial, public works and community centers. She is an experienced Project Architect/Manager with strong management, organizational and problem solving skills and possesses the ability to move multiple projects forward simultaneously. She has experience in all phases of project planning, design, documentation and construction management. Lori is enthusiastic about the architectural process as a whole and loves seeing a project through from conception to owner occupancy.

**PROJECT ROLE**
**Project Manager + Architect**

**YEARS' EXPERIENCE**
25 Total | 4 with Rhodes+Brito

**EDUCATION**
University of Nebraska, BS in Architectural Studies,
University of Nebraska, Masters in Architecture

**LICENSES + CERTIFICATIONS**
FL, Registered Architect,
AR10173918
LEED Certified

## HIGHLIGHTED PROJECT EXPERIENCE

- Eatonville Water Treatment Design Concept, Town of Eatonville, FL. *Project Architect*
- Eatonville Senior Center Renovation, Osceola County, FL. *Project Architect*
- Eatonville Catalina / Frances Jerry Park Master Plan, FL. *Project Architect*
- TYNDALL AFB FIRE STATION NO 4, Tyndall AirForce Base, FL. *Project Architect*
- Patrick Space Force Station – B423 1st Floor South Renovation, FL. *Project Architect*
- Flagler County Nexus Center, City of Bunnell, Flagler County, FL. *Project Architect*
- City of Orlando Continuing Architectural Services, Orlando, FL. *Project Manager*
- Bob Carr Adaptive Reuse, Orlando, FL. *Project Manager*
- GOAA Hyatt Lobby Renovation Phase 2, Orlando, FL. *Project Manager*
- Hangar AA, Orlando, FL. *Project Manager*
- 806 S, Hughey Renovation, Orlando, FL. *Project Manager*

# Sherry Manor, PSM

volerGROUP

Project Surveyor & Mapper

Sherry brings more than 21 years of experience in large-scale boundary and topographic surveys, subdivision platting, specific-purpose route surveys, right-of-way mapping, and construction surveying. She has served as President of volerGROUP, LLC since 2010, providing leadership and oversight for the firm's surveying and mapping operations. Her responsibilities include managing and supervising technical staff, performing boundary calculations, overseeing complex projects, conducting technical reviews, and maintaining rigorous quality control standards to ensure accurate, reliable, and professionally compliant survey deliverables.

**PROJECT ROLE**
**Project Surveyor & Mapper**

**YEARS OF EXPERIENCE**
21 Total | 15 with volerGROUP

**EDUCATION**
University of Central Florida BS, Forensic Analysis, Chemistry Minor

**LICENSES + CERTIFICATIONS**
Professional Surveyor and Mapper, LS6961

## HIGHLIGHTED PROJECT EXPERIENCE

- Contract Continuing Professional Surveying and Mapping Services - Orange County, FL *Project Surveyor & Mapper*
- Continuing Land Surveying and Mapping - Orlando, FL *Project Surveyor & Mapper*
- Professional Survey Services - Port Orange, FL *Project Surveyor & Mapper*
- RFQ7-24 Professional Survey Consultant Services - Winter Park, FL *Project Surveyor & Mapper*
- FAC - RFQ NO. 2025-001 Consultant Professional Services Land Surveying Continuing Services - School Board of Volusia County, FL *Project Surveyor & Mapper*
- Public Schools RFQ 2229PS Continuing Contract for Surveying Services - Orange County, FL *Project Surveyor & Mapper*
- RFQ 2023-16 Continuing Contract for Survey - Ormand Beach Services, FL *Project Surveyor & Mapper*
- Dickson Azalea Park - City of Orlando, FL *Project Surveyor & Mapper*
- Tangelo Park - Orange County , *FL Project Surveyor & Mapper*
- Poitras Park Development - Orlando, FL *Project Surveyor & Mapper*

# Maria Santamarina-Aris

volerGROUP

Project Manager

Maria Santamarina-Aris brings more than five years of surveying and mapping experience to volerGROUP, where she began her career as an entry-level Mapping Technician. Through her continued professional development, she has completed the college coursework required for licensure and is on track to become a Professional Surveyor and Mapper in 2027. Maria has developed into a highly skilled, detail-oriented surveying professional and currently leads multiple surveying and mapping technicians in the successful delivery of large, complex projects.

**PROJECT ROLE**
**Project Manager Surveying**

**YEARS' EXPERIENCE**
5Total | 5 with volerGROUP

**EDUCATION**
Universidad Bicentenaria de Aragua, Venezula
Bachelor's Degree in Law

Caribbean International University, Curacao
Master's Degree

## HIGHLIGHTED PROJECT EXPERIENCE

- Big Wekiva River Watershed Asset Inventory - Orange County, FL. *Project Manager*
- Lake Lawne Canal Watershed - Orlando, FL. *Project Manager*
- Seminole County East Basins - Seminole County, FL *Project Manager*
- Narcoossee Road Widening - St Cloud, FL. *Project Manager*
- Downtown City of Orlando Bike Trail - Orlando, FL. *Project Manager*
- Trade Show Road - Orange County, FL. *Project Manager*
- MCO Terminals A & B – Commercial Lanes Pavement Rehabilitation - Greater Orlando Aviation Authority, Orlando, FL *Project Manager*

# Dr. Candace Finley

Founder and Executive Director

Dr. Candace Finley, Ed.D., is the Founder and Principal Lead of N2N Consulting and a seasoned STEAM education and community development professional with extensive experience leading collaborative initiatives in community engagement, site planning, historic preservation, and workforce development.

**PROJECT ROLE**
**Outreach and Engagement**

**YEARS OF EXPERIENCE**
15+ Total | 1 with N2N

**EDUCATION**
Stillman College | Tuscaloosa, Alabama

Bachelor's degree in biology (2009)

University of Alabama at Birmingham | Birmingham, Alabama

Master's degree in clinical Lab Sciences-Biotechnology (2010)

Nova Southeastern University | Davie, Florida

Doctoral Degree in STEM education K-8 (2023)

**HIGHLIGHTED PROJECT EXPERIENCE**

- Lake Bell Resiliency and Community Enhancement Project, Eatonville,FL. Enhancement of the Denton Johnson Park.
- Let's Talk About Eatonville Series, Eatonville, FL. Community-based engagement series that focused on providing insight, tools, and strategies to support collaborative Historic preservation in the Town of Eatonville Scope of Work- Community Engagement, Historic Preservation Planning and Programming
- Dr. Phillips Eatonville Initiative Advisory Committee, Eatonville, FL. Community led master planning for the development of The Hungerford property.
- Historic Thomas House, Eatonville, FL. The oldest home in the Historic Town of Eatonville is being restored to be a museum and café. Supporting and guiding the Heir led development with the integration of STEAM education.
- Lake King Community Cleanup (Francis Jerry Park), Eatonville, FL. Site programming support, community engagement Led a community lake cleanup to foster interests in the integration of environmental education, revenue generation, and STEAM program development. This project was in collaboration with The Town of Eatonville, Rep. Anna Eskamani, and Stephanie Vanos (Orange County School Board)

# Connor Zielinski, ASIC, ASLA

IDS
IRRI DESIGN STUDIO

President

The IDS team and I have completed and are currently a part of a multitude of different types of projects across the world. Our responsibilities include irrigation design including BIM modeling, water management services, and overall construction administration. It is our mission to provide sustainable irrigation system construction documents and consulting services that meet our client's needs, while conserving water for future generations to come.

**PROJECT ROLE**
**Irrigation Design**

**YEARS OF EXPERIENCE**
13+ Years providing irrigation design & consulting services

**EDUCATION**
Irrigation Design Specialist – Hunter University

Bachelor's in Finance – University of Central Florida

**LICENSES + CERTIFICATIONS**
Hunter University – Irrigation Design Specialist & ACC2

Certified Autocad Drafter -TECO

**HIGHLIGHTED PROJECT EXPERIENCE**

- Packing District Irrigation Design and Consulting Services, Orlando, FL. *Irrigation Design Lead*
- Camping World Stadium Irrigation Design and Technical Specifications, Orlando, FL. *Irrigation Design Lead*
- 4th Ave Dog Park Irrigation Design and Technical Specifications, Tampa, FL. *Irrigation Design Lead*
- Vance Harmon Park Irrigation Design and Technical Specifications, Poinciana, FL. *Irrigation Design Lead*
- Dew Park Irrigation Design and Technical Specifications, Tampa, FL. *Irrigation Design Lead*

# Richard McCormick, P.G.

Chief Geologist

Rich McCormick has 34 years of experience performing environmental and geological services on public infrastructure and private development projects. Rich has provided numerous Level I Contamination Screening Evaluation Reports (CSERs) and Level II Impact to Construction Assessments (ICAs) for major highway and rail projects in Central Florida and has extensive experience in field sampling of soil and groundwater in accordance with Florida Department of Environmental Protection (FDEP) Standard Operating Procedures (SOPs).

**PROJECT ROLE**
**Geotechnical Engineering**

**YEARS OF EXPERIENCE**
34 Total | 20 with GEC

**EDUCATION**
Bachelor of Environmental Sciences and Geology

1992|Eastern Connecticut State University

**LICENSES + CERTIFICATIONS**
Licensed Professional Geologist FL No. 2096, Georgia No. 2014

Florida Stormwater, Erosion & Sedimentation Control Certification

## HIGHLIGHTED PROJECT EXPERIENCE

- City Place Orlando North Parcel, Orange County, FL. *Senior Geologist for the Phase I ESA of the 77-acre parcel containing a 57-acre tourist resort comprised of 45 buildings with tourist amenities.*
- City of Kissimmee Woodside Drainage Improvements, Kissimmee, FL. *Senior Geologist for Contamination Screening Evaluation Report and Level 2 Contamination Impact Analyses (CIA) performed in connection with the drainage upgrades of consisting of two alignments located north of the Kissimmee Gateway Airport.*
- Toho Water Authority (TWA) Continuing Services for Geotechnical Engineering and Construction Materials Testing Services Contract, Osceola County. FL. *Environmental Task Manager for services including utilities design for force mains, lift stations, distribution systems and water/wastewater treatment plant design.*
- Orange County Continuing Professional Stormwater Management Services Contract, Orlando, FL. *Senior Geologist for contamination impact evaluations of land proposed for acquisition or existing stormwater management system locations that are proposed to be modified.*

# Craig Ballock, PE

Senior Geotechnical Engineer

Mr. Ballock has 22 years of experience in geotechnical engineering in Central Florida. Craig has performed geotechnical engineering and construction materials testing services for numerous infrastructure-related municipality public works projects, and major transportation infrastructure projects for FDOT and CFX. Craig currently serves as Contract Manager for several of GEC's municipal contracts.

**PROJECT ROLE**
**Geotechnical Engineering**

**YEARS' EXPERIENCE**
22 Total | 21 with GEC

**EDUCATION**
Master of Science 2007|Civil Engineering, University of Central Florida

Bachelor of Science 2004|Civil Engineering, University of Central Florida

**LICENSES + CERTIFICATIONS**
Florida Licensed Professional Engineer, FL No. 71571

## HIGHLIGHTED PROJECT EXPERIENCE

- Orange County Continuing Professional Stormwater Management Services Contract, Orlando, FL. *Senior Geotechnical Engineer*
- Orange County Orlo Vista Flood Mitigation Design, Orange County, FL. *Senior Geotechnical Engineer*
- Lake Apopka Habitat Creation, Orange County, FL. *Geotechnical Engineer*
- City of Altamonte Springs Erosion Control Countermeasures within the Little Wekiva River Between SR 436 & SR 434 – Projects 4, 5, & 6, Altamonte Springs, FL. *Senior Geotechnical Engineer*

# Randy Taylor

Senior Electrical Designer / Project Manager

Randy has in-depth experience in the design and specifications of electrical systems for a large variety of project types. His 29 years in the electrical engineering industry has afforded him vast experience in commercial power distribution and lighting systems for both new and renovation projects.

Randy holds a portfolio consisting of hundreds of Bid-Spec and Design-Build projects with responsibilities ranging from Electrical Engineering to Project Management of MEP Design and Quality Control.

**PROJECT ROLE**
**Electrical Engineering**

**YEARS OF EXPERIENCE**
29 Years

**EDUCATION**
Lincoln Technical Institute, Associate Degree in MET 1993, Mechanical/ Electrical/CAD

## HIGHLIGHTED PROJECT EXPERIENCE

- Project ED6 was an electrical engineering project consisting of site lighting and electrical services for the Edgewater East CDD in St. Cloud, Florida. The ED6 infrastructure and construction budget below was allocated to cover roadway preparation, final plat layouts, and localized grading.
- Electrical engineering of site lighting and electrical services for the I-4 and Sand Lake Road Interchange Improvements in Orlando.
- Ember Dog Park, Haines City, FL
- West River Landscape Lighting, Tampa, FL
- Lake Lorna Doone Art Garden, Orlando, FL
- Orlando Health Site Service, Orlando, FL
- Neovation Way, Osceola County, FL

# Krista Taylor

MEP Design and Engineering / Project Manager

Krista brings 30 years of experience to the MEP design and engineering field, covering a broad spectrum of project types.

Krista holds a portfolio consisting of hundreds of Bid-Spec and Design-Build projects with responsibilities ranging from Electrical Engineering to Project Management of MEP Design and Quality Control.

**PROJECT ROLE**
**MEP Design and Engineering**

**YEARS OF EXPERIENCE**
30 Years

**EDUCATION**
Purdue University 2008, Bachelor of Science EET

**LICENSES + CERTIFICATIONS**
Florida Licensed Professional Engineer, FL No. 93024

## HIGHLIGHTED PROJECT EXPERIENCE

- Project ED6 was an electrical engineering project consisting of site lighting and electrical services for the Edgewater East CDD in St. Cloud, Florida. The ED6 infrastructure and construction budget below was allocated to cover roadway preparation, final plat layouts, and localized grading.
- Electrical engineering of site lighting and electrical services for the I-4 and Sand Lake Road Interchange Improvements in Orlando.
- Ember Dog Park, Haines City, FL
- West River Landscape Lighting, Tampa, FL
- Lake Lorna Doone Art Garden, Orlando, FL
- Orlando Health Site Service, Orlando, FL
- Neovation Way, Osceola County, FL

# 5. Relevant Experience

^ Art2 Park, Orlando, FL

# Relevant Experience

## Our Team's Decade of Experience Serving Eatonville

Our team brings more than a decade of experience supporting the Town of Eatonville through planning, engineering, resilience, community engagement, public facility, and infrastructure initiatives. Collectively, **GAI's Community Solutions Group (CSG), Jacobs Engineering Group, ONE Architecture & Urbanism, Drummond Carpenter, N2N Consulting, Rhodes+Brito Architects, and volerGROUP** have helped advance many of the Town's most important community development, resilience, utility, and park projects.

CSG has supported Eatonville through the **EPA Recovery to Prosperity Partnership (R2P2) Technical Assistance Program, the Eatonville CRA Plan Update, the Kennedy Boulevard Streetscape Design, the Lake King and Lake Bell Resilience Planning and Concept Development**, and the Town's ongoing **Water and Wastewater Collection System Improvements Program**. As part of the utility improvement effort, **volerGROUP** is currently providing surveying and mapping services, giving the team additional familiarity with the Town's infrastructure, utility corridors, and existing conditions.

Jacobs Engineering Group has provided direct technical support through the **FEMA Lake King and Lake Bell Flood Assessment Study** and **FEMA Community Assistance Recovery Support Function Technical Assistance** initiatives. Through these efforts, Jacobs evaluated flooding conditions, developed hydrologic and hydraulic models, analyzed drainage infrastructure, coordinated with regulatory agencies, and identified flood mitigation alternatives that now form the technical foundation for the Lake King project.

**ONE Architecture & Urbanism** and **Drummond Carpenter** partnered with CSG and Drummond Carpenter during the **EPA R2P2 Technical Assistance Program**, helping the Town develop community-driven resilience strategies, conceptual designs, nature-based solutions, and long-term recovery recommendations following Hurricane Ian.

At the community level, **N2N Consulting**, led by Eatonville resident **Dr. Candance Finley**, has supported numerous local initiatives, including the **Denton Johnson Park Master Plan Community Engagement Process, Let's Talk About Eatonville Series, Dr. Phillips Eatonville Initiative Advisory Board, Eatonville History Preservation Initiatives**, and a variety of **STEAM Education and Community Partnership Programs.** These efforts have created strong relationships with residents, youth, community organizations, and local stakeholders.

**Rhodes+Brito Architects** brings more than three decades of experience serving Eatonville through projects such as the **Denton Johnson Community Center Addition and Renovation, Softball Field Upgrades, Public Safety Building Renovation, Eatonville Town Library, Zora Neale Hurston Park Master Plan, Town Center Urban Concept, Town Gateway Project, West Kennedy Boulevard Study, Denton Johnson Park Master Plan, Catalina/Frances Jerry Park Master Plan, and the Eatonville Water Treatment Design Concept.**

Our team's extensive experience in Eatonville provides a strong understanding of the Town's infrastructure, environmental systems, community priorities, and resilience goals. This institutional knowledge allows us to build on previous investments, navigate project opportunities and constraints, and hit the ground running from day one to deliver practical, implementation-ready solutions for Lake King.

The following pages highlight representative and relevant project experience from our team, demonstrating our expertise. References are also provided to document our successful delivery of similar projects and our proven ability to advance projects from planning and design through construction and long-term stewardship.

^ 2015 Eatonville CRA Plan, Eatonville, FL

# References

## 1. Victory Pointe Park

**CLIENT:** City of Clermont, Florida
**REFERENCE:** Darren Gray (former City Manager, now Seminole County Manager)
1101 E 1st St, Sanford, FL 32771 • 407.665.7210
dgray@seminolecountyfl.gov
**YEAR(S) OF PERFORMANCE:** 2017-2019

## 2. Unity Park

**CLIENT:** City of Ocoee, Florida
**REFERENCE:** Craig Shadrix, City Manager
150 N Lakeshore Drive, Ocoee, FL 34761 • 407.905.3112
Craig.Shadrix@ocoee.org
**YEAR(S) OF PERFORMANCE:** 2022-2023

## 3. Lake Lorna Doone Park

**CLIENT:** City of Orlando, Florida
**REFERENCE:** Terrance Miller
400 S Orange Ave, Orlando, FL 32801 • 407.246.4483
terrance.miller@orlando.gov
**YEAR(S) OF PERFORMANCE:** 2019-Ongoing

## 4. Dew Drop Park

**CLIENT:** City of Casselberry, Florida
**REFERENCE:** Randy Newlin, City Manager
95 Triplet Lake Dr, Casselberry, FL 32707 • 407.262.7725 ext. 1771
jnewlon@casselberry.org
**YEAR(S) OF PERFORMANCE:** 2022-2026

## Additional Projects and References
## Lake Eola Park

**CLIENT:** City of Orlando, Florida
**REFERENCE:** John Perrone • Parks Division
1206 W Columbia St, Orlando, FL 32805 • 407.246.3260 • John.perrone@cityoforlando.net
**YEAR(S) OF PERFORMANCE:** 2020-2022

GAI's Community Solutions Group led the re-envisioning of Orlando's "Central Park," Lake Eola Park. The project included a comprehensive analysis of existing facilities and uses within one of the most iconic parks in Orlando and the greater Central Florida region. This effort evaluated the park's role within downtown Orlando and the broader region, along with comparisons to other notable parks across the United States.

The master planning process incorporated extensive public engagement to define a shared vision for Lake Eola Park's future and is proceeding to implementation via a Construction Manager at Risk (CMAR) delivery format.

## Jacksonville Riverfront Plaza

**CLIENT:** Jacksonville Downtown Investment Authority (DIA)
**REFERENCE:** Guy Parola, AICP, Director of Operations – DIA
117 W Duval St, #310, Jacksonville, FL 32202 • 904.255.5305
GParola@coj.net
**YEAR(S) OF PERFORMANCE:** 2022-Ongoing

The Jacksonville Riverfront Plaza is a 7.61-acre downtown destination park, including a one-of-kind playground, splash pad, café building with roof plantings, lushly planted gardens, event lawn and a future beer garden with a pedestrian bridge from park level up to the Main Street bridge. The design included significant coordination with adjacent and ongoing design and construction projects such as the Times-Union Performing Arts Center Music Park to the west, the St. Johns River bulkhead design and construction to the south, and a future project within the FDOT right-of-way that connects under the Main Street Bridge. GAI's role on the project was conceptual playground design followed by landscape architect and civil engineer of record as a subconsultant to Perkins & Will (P&W) for the overall park. GAI was heavily involved in the construction administration of the now completed Phase 1 park, and has commenced design on Phase 2 in Spring, 2026.

# Downtown Clermont and Victory Pointe Park

CLERMONT, FLORIDA

**CLIENT**

City of Clermont

**TEAM**

GAI's Community Solutions Group

GAI Consultants, Inc.

**SERVICES**

- Economics + Strategy
  - Development Positioning + Strategy
- Landscape Architecture + Design
  - Parks, Trails + Public Realm
  - Green Infrastructure + Environmental Design
- Land Development
  - Civil/Site Engineering
- Water
  - Stormwater Management/ Flood Protection

**DURATION OF PROJECT**

2017-2019

**CONSTRUCTION COSTS**

$9.5 million (Victory Pointe Park)

**AWARDS**

ENR | Best of the Best Projects 2019 Awards Program, (Best Small project)

ENR | Regional Best Projects 2019 Awards Program, Best Project (Small project)

2019 FRA Roy F. Kenzie Award [Capital Projects Beautification]

2019 American Society of Landscape Architects | Florida Chapter, Award of Honor

Downtown Master Plan:

2016 Florida Redevelopment Awards: Roy F. Kenzie, Urban Planning Studies

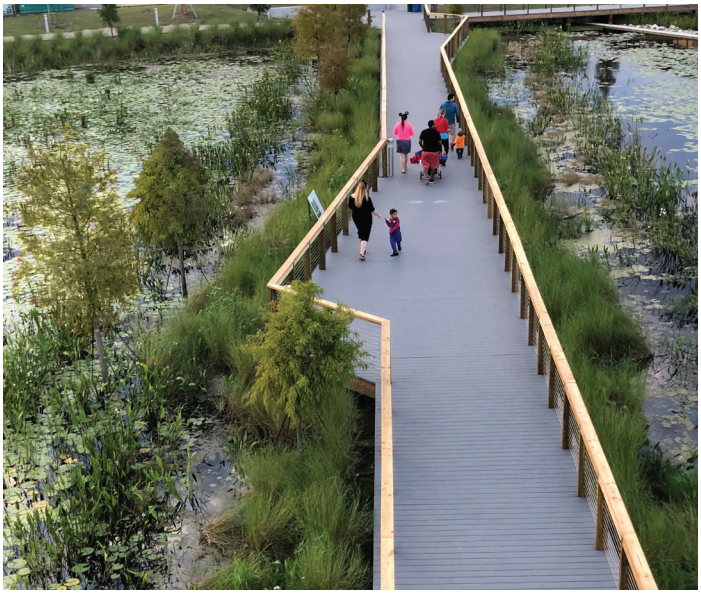
In partnership with the community and stakeholders, the GAI's Community Solutions Group (CSG) created a Downtown and Waterfront Master Plan for the City of Clermont, Florida, about 22 miles west of Orlando. One of the outcomes of the master plan was the visioning, design, and construction of Victory Point Park—a new stormwater park.

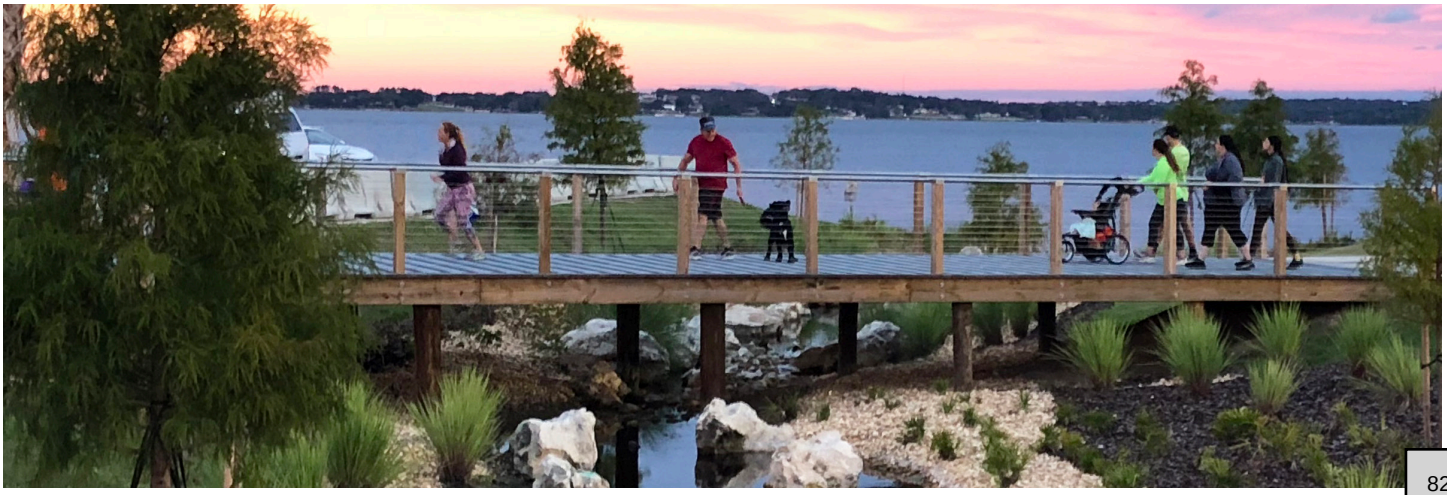
Clermont has always been committed to ensuring its downtown and waterfront's ongoing social, cultural, and economic value. For the last 100 years, the hills, historic downtown, adjacent neighborhoods, and the Lake Minneola waterfront have been the defining characteristics of the community—creating a setting for a livable, small-town feel that is connected to friends and family, the local Florida environment, and an emergent identification with healthy living.

During the downtown master planning process, CSG conversed with stakeholders and the community about Clermont's character, vision, and future through an extensive visioning and rebranding process. The community's challenge was to leverage these assets while protecting and enhancing the character of the "real Clermont" to benefit those who live and work here.

Built on the input received, the plan was organized into five themes: 1) a place for people, 2) a great waterfront, 3) a quality sense of place, character, and image, 4) connectivity to the city, and 5) high-performing infrastructure and services. Projects were identified, including complete and green streets, park enhancement, infill redevelopment, and a master stormwater park, i.e., Victory Pointe Park.

Victory Pointe Park re-envisions the typical stormwater pond approach by creating a sustainable community open space amenity designed to receive stormwater from significant portions of Clermont's downtown streets and provide stormwater treatment through filtration within cascading filter marsh basins that reference native Florida ecosystems. The park also provides low-impact development strategies for stormwater management, a new city events venue, a wildlife habitat, and a signature address for adjacent future development.





# Downtown Master Stormwater Pond and Park - Unity Park

OCOEE, FLORIDA

**CLIENT**
City of Ocoee

**TEAM**
GAI's Community Solutions Group
GAI Consultants, Inc.

**SERVICES**
- Construction Management
- Land Development
  - Civil/Site Engineering
- Landscape Architecture and Design
  - Parks, Trails + Public Realm
  - Urban Streets + Livable Corridor
  - Green Infrastructure + Environmental Design
- Mechanical / Electrical / Structural
- Urban Design and Planning
  - Community Development
- Water
  - Groundwater Engineering
  - Stormwater Management / Flood Protection

**DURATION OF PROJECT**
2022-2023

**CONSTRUCTION COSTS**
$7.5 million

**AWARDS**
Florida Stormwater Association
2023 Innovative Accomplishment and Outstanding Commitment to Stormwater Management Practices Benefiting the Environment and the Local Citizenry

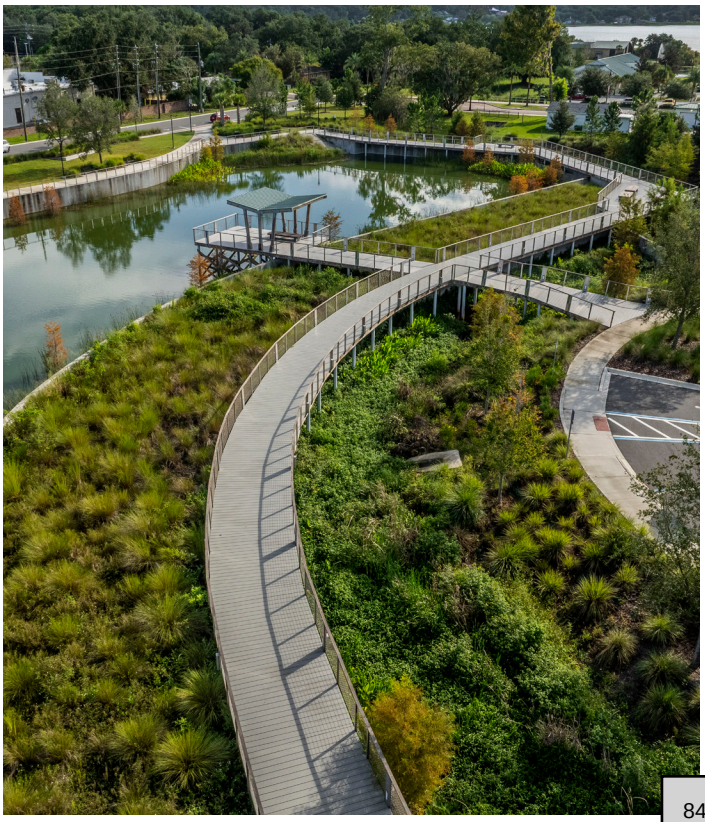
Upon completion of the award-winning City of Ocoee Downtown Master Plan prepared by GAI's Community Solutions Group (CSG), the City of Ocoee, Florida, identified implementation of the master stormwater pond and environmental park, now known as Unity Park, as the first critical step to enable future redevelopment and economic growth downtown. The City engaged GAI/CSG as the prime consultant to provide professional technical services.

Unity Park serves two important functions: stormwater management for 40+ acres of redevelopment and public open space. After passing through a baffle box upstream, incoming stormwater enters the park's filter marsh and is cleaned through vegetative nutrient uptake and natural soil filtration. During intense rain events, water spills into the wet detention pond where traditional stormwater management is augmented with extensive littoral shelves, native aquatic plants, and cypress trees. A pre-existing swale and piped

conveyance system through the site is realigned and naturalized as a gentle stream. The design incorporates check dams to slow the flow and encourage contaminant settling and vegetative nutrient uptake through additional native plantings.

These stormwater management functions are enveloped in a pedestrian-friendly and leisure-encouraging layout. The park features a quarter-mile walking loop, comprising a wide boardwalk with views of the filter marsh and naturalized stream, a pier and shade pavilion overlooking the wet pond, a Florida-native planting palette throughout, and new parking and streetscape along Franklin Street.

GAI and CSG's services included site civil engineering, landscape architecture, survey, electrical, structural, and geotechnical engineering, irrigation design, permitting through the City of Ocoee and SJRWMD, and construction phase management.



# Lake Lorna Doone Park

ORLANDO, FLORIDA

**OWNER**
City of Orlando

**CLIENT**
Florida Citrus Sports

**TEAM**
GAI's Community Solutions Group
GAI Consultants, Inc.

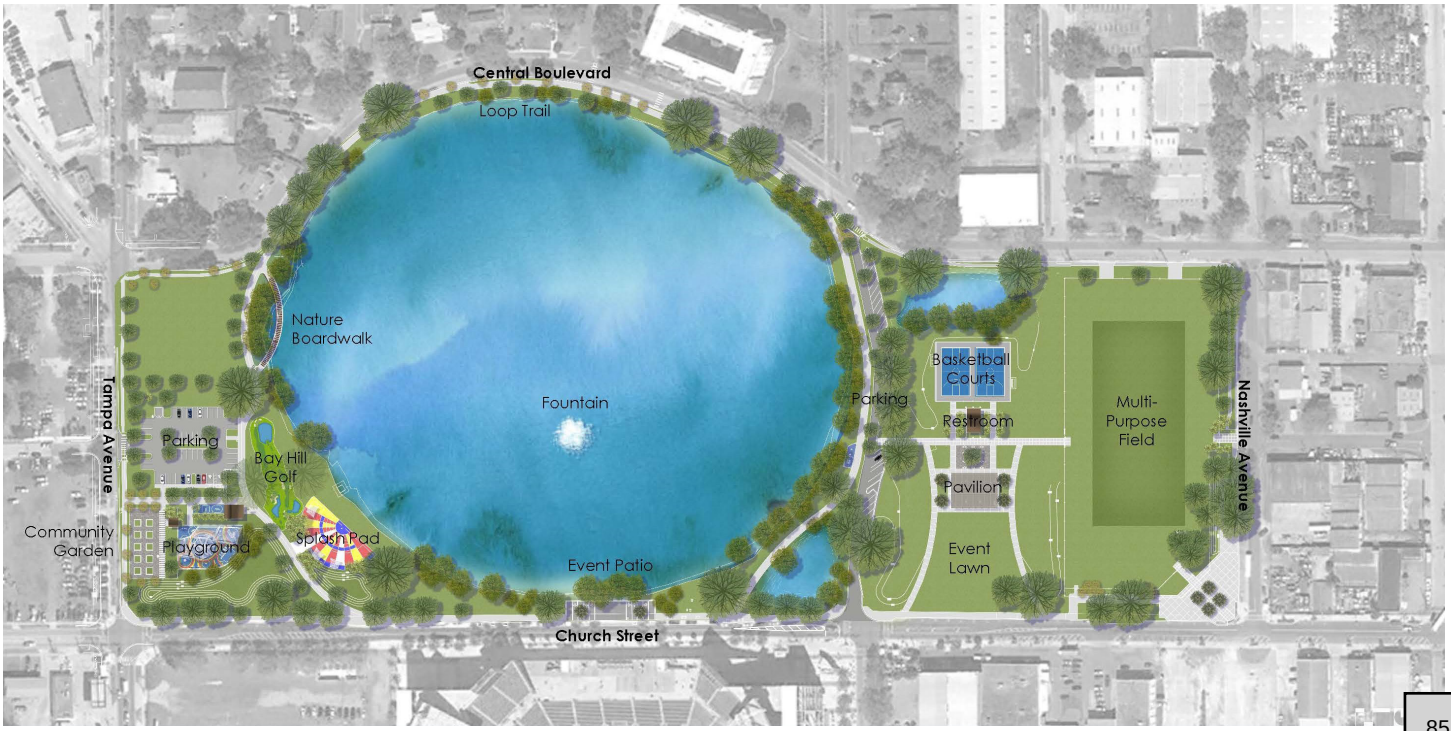
**SERVICES**
- Landscape Architecture + Design
  - Parks, Trails + Public Realm
- Land Development
  - Civil/Site Engineering
- Contract Documents
- Construction Observation

**DURATION OF PROJECT**
2019-Ongoing

**CONSTRUCTION COSTS**
$9 million

GAI Consultants provided Project Management and all Site Design, Landscape Architecture and Civil Engineering from Concept through Construction for this historic park in downtown Orlando. The site is located adjacent to Camping World Stadium within the West Lakes Neighborhood District. The location of the first integrated Little League baseball game to be played in the South, Lorna Doone is a complete renovation of all of the park's facilities, including play fields, interactive play fountain, playgrounds, community garden, pavilions, lake overlooks and docks, restroom, and other amenities. Rhodes + Brito Architects (MBE) was our subconsultant partner for all site buildings and structures.

At $9 million, and partially funded by the National Football League (NFL) resulting from the 2017 Pro Bowl held at the stadium, the project was completed in 2021.



UNO
ALL WILD

Winnie Palmer Nature Walk
The Mighty Trees of Lake Lorna Doone
What trees can you find at the park?

# Dew Drop Park

CASSELBERRY, FLORIDA

**CLIENT**

City of Casselberry

**TEAM**

GAI's Community Solutions Group

GAI Consultants, Inc.

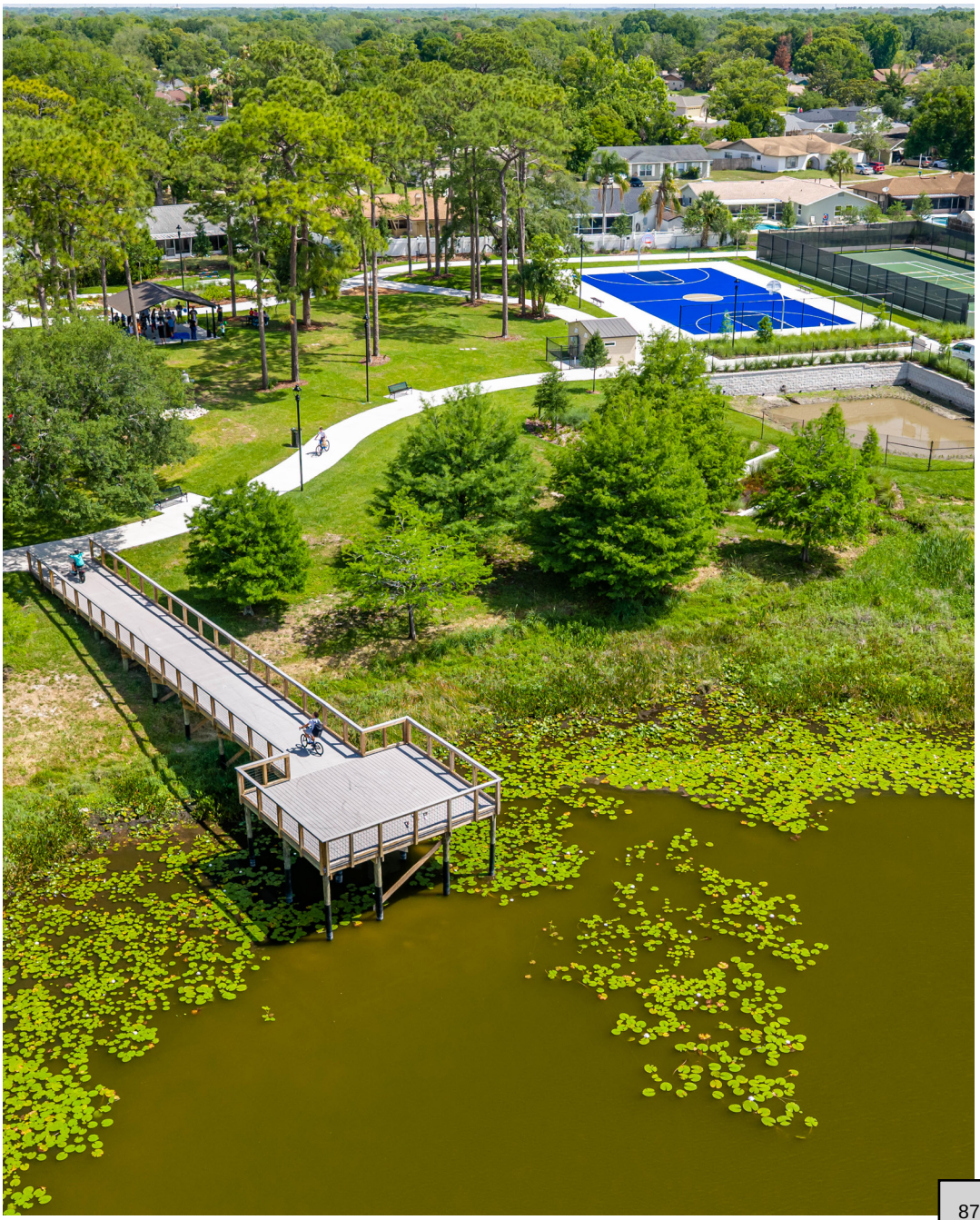
**SERVICES**

- Landscape Architecture + Design
  - Parks, Trails + Public Realm
  - Green Infrastructure + Environmental Design
- Land Development
  - Civil/Site Engineering
- Environmental Studies
  - Environmental Studies and Permitting
  - Wetlands Mitigation
  - Wildlife and Protected / Endangered Species
- Water
  - Stormwater Management / Flood Protection
- Permitting
- Contract Documents, Bidding
- Construction Observation

**COMPLETION**

2026

This project is especially meaningful, building on CSG's long history with the site—from the 2017 Parks & Recreation Master Plan, which identified Dew Drop Park as a top priority for residents, to supporting communication around the successful Casselberry Go Bond in 2020 that expanded funding for inclusive community park improvements. It has been a true concept-to-construction journey. Today, Dew Drop Park offers something for everyone—tennis, basketball, and volleyball alongside universally accessible playgrounds, a fishing pier, picnic pavilions, a butterfly garden, walking paths, and fitness stations—all within walking distance. Updated green infrastructure also enhances stormwater management and water quality. GAI served as Prime Consultant and Landscape Architect for this beautiful and popular new neighborhood park.



Dew Drop
Pond

Jacobs



# FEMA Cadmus Phase 2 – Lake King and La Flood Assessment Study

## EATONVILLE, FLORIDA

CLIENT
Federal Emergency Management Agency (FEMA), Community Assistance (CA)
Beneficiary: Town of Eatonville

SERVICES
- Flood Mitigation & Drainage
  - Existing Drainage Conditions Assessment
  - Hydrologic & Hydraulic Modeling
  - Floodplain Mapping
  - 100-Year Storm Evaluation
- Alternatives Analysis
  - Drainage Conveyance Improvements
  - Increased Flood Storage
  - Weir Modifications
  - Flood Barriers
  - Conceptual Alternatives Analysis
- Planning & Technical Studies
  - Ecological Desktop Review
  - Site Review
  - Geotechnical Review
  - Regional Agency Coordination
  - Long-Term Recovery & Resilience Planning

COMPLETION DATE:
2024

Construction Budget: $8.67 Million (overall FEMA Cadmus/Jacobs Phase 2 program)

Client Contact: Ilia Velez-Davila, FEMA Community Assistance Field Coordinator DR, Interagency Recovery Coordination | Recovery Directorate, 256.343.8619

Following Hurricane Ian in September 2022, the Town of Eatonville requested assistance through FEMA's DR4673 Community Assistance Recovery Support Function to advance its long-term recovery and resilience efforts. FEMA identified the Lake King and Lake Bell Flood Assessment Study as a priority project to address flooding affecting residential and commercial areas within the Lake King and Lake Bell subbasins.

The study evaluated existing drainage conditions and flood risks within the Lake King and Lake Bell basins and developed conceptual alternatives to alleviate community flooding and improve resilience. Jacobs compiled available drainage data and previous studies and evaluated existing conditions under multiple storm scenarios using Interconnected Channel and Pond Routing Version 4 (ICPR4) hydrologic and hydraulic modeling. The work also included ecological desktop and site reviews and a geotechnical review.

For the 100-year storm event, the team evaluated three conceptual alternatives designed to reduce maximum flood stages in the Lake King and Lake Bell basins. Strategies considered included increasing pipe capacity, increasing storage, modifying weirs, and installing flood barriers.

The alternatives were evaluated to understand their effects on basin performance and provide the Town with practical options for future flood mitigation improvements.

The study also included flood mapping, opinions of probable cost, and regional coordination with neighboring municipalities and the St. Johns River Water Management District (SJRWMD). The effort provided Eatonville with technical information and conceptual solutions to support continued coordination with FEMA and other stakeholders as the Town advances its long-term flood mitigation and resilience objectives.

KEY PERSONNEL INVOLVED IN PROJECT
Raquel Lopez, Jason Montminy, Ricky Ly

Jacobs

# Joe's Creek Greenway Restoration and Trail

## PINELLAS COUNTY, FLORIDA

CLIENT
Pinellas County

SERVICES
- Stormwater / Water Resources
  - Flood Mitigation
  - Hydrologic & Hydraulic Modeling
  - Floodplain Modeling
  - Watershed Modeling
  - Water Quality Modeling
- Green Infrastructure & Restoration
  - Nature-Based Solutions
  - Channel Restoration
  - Bank Stabilization
- Planning & Community Connectivity
  - Multimodal Trail Planning
  - Public Access
  - Public Engagement
- Funding & Resiliency
  - Federal Grant Strategy
  - RAISE Grant Support
  - Benefit-Cost Analysis

COMPLETION DATE:
2024

Project Budget: $25 Million RAISE Grant Award

Client Contact: Paul Miselis, PE, 727.453.3406, rbowman@pinellas.gov

Jacobs is helping Pinellas County advance a transformative vision for the 5.5-mile Joe's Creek corridor, integrating flood mitigation, channel restoration, environmental improvements, and approximately 5 miles of new multimodal trail. The project addresses chronic flooding, degraded water quality, erosion, and sediment management within a highly urbanized watershed while improving public access and community connectivity.

Jacobs is integrating four watershed models to create a comprehensive representation of the Joe's Creek drainage area. The technical approach includes 1D/2D floodplain modeling using ICPR4 and HEC-RAS, watershed hydrology, water quality modeling using SIMPLE and BMPTrains, design storm simulations, and model conversion, merging, and verification. The analysis supports alternatives that increase floodplain and conveyance capacity while incorporating green infrastructure and nature-based solutions.

The project combines flood reduction wiWth ecological restoration and public use. Jacobs is evaluating BMP alternatives for flood reduction and water quality, nature-based approaches forW bank stabilization, and strategies addressing sea level rise and storm surge impacts on watershed infrastructure and natural systems. Multi-criteria prioritization is being used to balance water quality, embankment stabilization, flood reduction, ecological function, and community benefits.

Jacobs also developed the project's successful $25 million USDOT RAISE grant application, including narratives, budgets, benefit-cost analysis, and funding strategy. The team has supported stakeholder and public engagement throughout the project, connecting technical solutions with community priorities and implementation funding.

KEY PERSONNEL INVOLVED IN PROJECT
Rafael Vazquez-Burney, Jason Montminy

# The 4G Ranch Wetlands

## PASCO COUNTY, LAND O' LAKES, FLORIDA

CLIENT
Pasco County Utilities Services

SERVICES
- Wetland Restoration and Design
  - Infiltration Wetlands
  - Wetland Habitat Creation
  - Native Wetland Planting
  - Ecological Design
- Water Resources
  - Groundwater Recharge
  - Water Quality Improvement
  - Water Balance Modeling
- Engineering and Permitting
  - Detailed Design
  - Regulatory Coordination
  - Environmental Permitting
- Construction Services
  - Construction Management
  - Construction Inspection
  - Operations & Maintenance Manuals

COMPLETION DATE:
2016

Construction Budget: $13 Million
Professional Fees: $1.3 Million

Client Contact: Jeffrey Harris, Environmental Biologist, 813.235.6189; jharris@pascocountyfl.net

Pasco County, with cooperative funding support from SWFWMD and in partnership with a private landowner, developed the award-winning 4G Ranch Wetlands, a large-scale infiltration wetland system designed to recharge the aquifer, protect water quality, recover and enhance nearby lakes and wetlands, and increase reclaimed water reuse capacity. Jacobs evaluated groundwater recharge wetlands through a feasibility study that combined water balance and wetland treatment performance modeling to establish appropriate augmentation ranges while protecting water quality.

Jacobs designed 175 acres of infiltration wetlands divided into 15 cells to receive 5 mgd of reclaimed water. The design used the site's natural topography and organically shaped cells to avoid importing or exporting material while creating diverse wetland ecotones ranging from deep open water to shallow wetlands and islands. A detailed planting plan maximized habitat diversity, and approximately 130 acres of native wetland vegetation were planted to establish resilient wetland communities and minimize exotic species.

Flow control systems were designed to create seasonal hydroperiods that mimic natural Florida wetlands, with lower water levels during the dry season and higher levels during the wet season. Remote level monitoring communicates with a centralized valve system to maintain seasonal water-level setpoints. Jacobs worked closely with Pasco County and SWFWMD, conducted regulatory coordination, prepared permit applications, and obtained the required ERP and wastewater permits without Requests for Information.

Jacobs also provided construction management, including submittal reviews, inspections, regulatory coordination and inspections, construction certification, and preparation of operations and maintenance manuals. The completed system includes 371 acre-feet of storage, 53,000 linear feet of berm, extensive conveyance piping and flow controls, and 15 wetland cells, providing a large-scale example of integrating water management, ecological restoration, and long-term operational performance.

AWARDS: TBAEP Environmental Excellence Award (2017), FWEA Water Reuse Project of the Year Award (2017), and WEF Project Excellence Award (2018).

KEY PERSONNEL INVOLVED IN PROJECT
Rafael Vazquez-Burney

Jacobs

# Wetland Groundwater Recharge Park

## OCALA, FLORIDA

CLIENT
City of Ocala

SERVICES
- Planning and Engineering
  - Preliminary Design
  - Hydrogeologic Investigation
  - Groundwater Modeling
  - Wetland Treatment Modeling
- Stormwater and Water Resources
  - Wet Weather Management
  - Flood Control
  - Aquifer Recharge
- Wetland and Ecological Design
  - Treatment Wetlands
  - Habitat Diversity
  - Ecological Evaluations
- Permitting and Implementation
  - Environmental Permitting
  - Consumptive Use Permitting
  - Regulatory Coordination
  - Construction Support
  - Post-Design Services

COMPLETION DATE:
2020

Construction Budget: $6 Million

Client Contact: Sean Lanier, 352 351.6763

The City of Ocala selected Jacobs to evaluate, permit, design, and support construction of a large-scale treatment wetland on an underutilized former golf course. The project uses stormwater and reclaimed water to recharge the aquifer, relieve flooding, protect water quality, recover flows to Silver Springs, and create a public park with walking paths, boardwalks, and interpretive signage highlighting wetland ecology and Florida's springs.

Jacobs began with a hydrogeologic investigation and engineering study that included soil borings, pumping and monitoring wells, and development of a calibrated groundwater model. The model evaluated the site's capacity to recharge the Upper Floridan aquifer and the fate of applied water within the Silver Springs system. Jacobs combined groundwater and wetland treatment modeling to quantify recharge while protecting water quality and used the results to establish the project's basis of design.

Jacobs designed 36 acres of infiltration wetlands divided into three cells capable of receiving up to 5 mgd of stormwater and reclaimed water. The design uses site topography and planting to create diverse wetland habitats ranging from open water and shallow wetlands to islands and bird rookery areas.

Existing infrastructure from a decommissioned wastewater treatment plant was repurposed to collect, filter, and pump stormwater to the wetland recharge park.

The project provides significant water quality and resilience benefits, reducing an estimated 29,000 pounds of total nitrogen and 30,500 pounds of total phosphorus annually while helping abate flooding. The project was also incorporated into the Silver Springs Basin Management Action Plan and has become a public recreational and educational amenity attracting thousands of visitors.

KEY PERSONNEL INVOLVED IN PROJECT
Rafael Vázquez-Burney, Allison Lewis

Jacobs

# Shore Acres Resiliency Infrastructure Proje

## ST. PETERSBURG, FLORIDA

CLIENT
City of St. Petersburg

SERVICES
- Flood Mitigation & Resiliency
  - Tidal Flood Mitigation
  - Flood Reduction Analysis
  - Roadway Elevation Improvements
  - Future Climate / Tidal Conditions
- Stormwater Engineering
  - H&H Modeling / ICPR
  - Stormwater Conveyance
  - Box Culvert Improvements
  - Stormwater Pump Station
  - Gravity Flow Bypass
  - Pollutant Load Reduction
- Environmental & Permitting
  - Environmental Review
  - Water Quality Analysis
  - USACE Permitting
- Project Delivery

COMPLETION DATE:
Ongoing

Client Contact: Sean Snow, PE, City of St. Petersburg, 727.892.5795

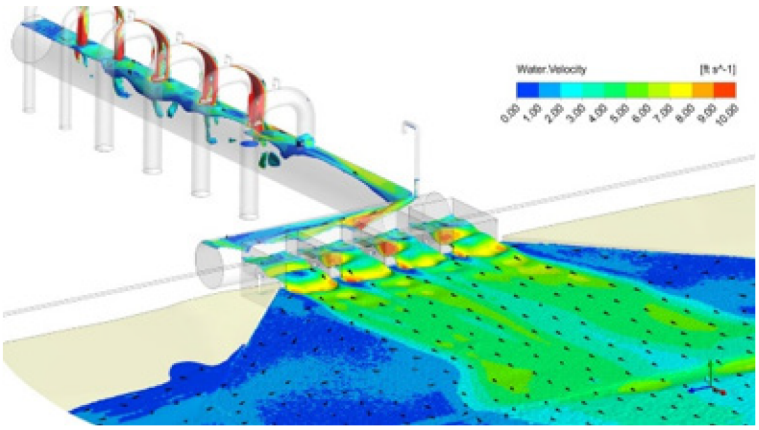
Jacobs is working with the City of St. Petersburg to evaluate, design, and permit resilient stormwater improvements for the Shore Acres community, a tidally sensitive area that experiences significant flooding challenges. The project redirects runoff from more than 70 acres of urban land away from an existing tidally sensitive outfall at Butterfly Lake to an expanded outfall and new stormwater pump station at Connecticut Avenue.

Jacobs developed a detailed ICPR H&H model for the entire peninsula to evaluate existing and future rainfall and tidal conditions. The team identified minimum roadway and restoration elevations to address tidal flooding and overflow from surrounding basins while balancing flows to avoid adverse impacts. The analysis also evaluated combined storm events and tidal overflow flooding to quantify benefits under both current and future conditions.

Major infrastructure improvements include redirecting flows from an existing 5-foot by 11-foot box culvert to a new 6-foot by 12-foot box culvert, installation of a stormwater pump station rated for more than 300 cfs, and integrated gravity-flow bypass measures to maintain system operability. Jacobs also incorporated an innovative debris and sediment sump designed using computational fluid dynamics to reduce pollutant loading and protect pump station operations.

Because the project discharges directly to Tampa Bay, environmental review and permitting were integral to developing an implementable solution. Jacobs performed seagrass analysis, pollutant loading review, water quality analysis, and regulatory coordination, integrating the results into construction plans and permitting documentation. USACE permits were secured ahead of schedule with minor comments. The federally funded project also includes comprehensive grant management and is being delivered using a Construction Manager at Risk (CMAR) approach.

KEY PERSONNEL
Jason Montminy



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# Catalina/Frances Jerry Park Master Plan

TOWN OF EATONVILLE, FLORIDA

**CLIENT**
Town of Eatonville, Florida

**SERVICES**
- Master Planning

**COMPLETION DATE:**
2026

**Project Budget**
3-month duration to develop the Master Plan Concept, No budget established

The Catalina/Frances Jerry Park Master Plan sets a clear vision for the future of one of Eatonville's most valued community spaces. Rhodes+Brito Architects, together with sub-consultants Community Solutions Group and GAI Consultants, led the conceptual master planning effort and prepared architectural concept studies to guide the park's next chapter.

The scope centered on master plan concept sketches that explore potential building locations across the site, paired with initial green stormwater infrastructure planning. Our team also developed architectural design concepts for a Police Substation and Community Room, a future Resilience Hub, and new park restrooms.

Working alongside the Town, we studied how each proposed building could serve the community while fitting naturally within the park. A separate architectural firm was engaged by the Town to prepare construction documents for the Police Substation, so our focus stayed firmly on conceptual planning and the architectural character of the buildings. This gave us room to explore the potential style, form, and placement of each structure and to show how they could work together as a cohesive whole Project Initiation

**Project Initiation**
After receiving the notice to proceed, our design team began with a thorough review of the site. We established a planning base for the conceptual master plan at an appropriate scale, giving us an accurate foundation for every design decision that followed.

From there, the team drafted two black-and-white conceptual master plans. Each plan was developed directly on the planning base, taking building footprints into account alongside a wide range of site programming elements. These included:

- Fencing to define and secure key areas
- Pedestrian and vehicular circulation for safe, easy movement through the park
- The Resilience Hub as a future anchor for community services
- The community policing building to support local safety and connection
- Parking sized to meet visitor needs
- Stormwater management using green infrastructure strategies
- Trails and boardwalks to link spaces and invite exploration
- A community lawn and stage for gatherings and events
- Landscaping to shape a welcoming, shaded environment
- Recreational amenities for residents of all ages

The two concepts gave the Town clear, side-by-side options to weigh. Our team reviewed both plans with Town Staff, gathering input on what worked best in each. This collaborative step set the stage for a consolidated preferred plan and a well-defined approach to the next phase of work.

**Outcomes & Results**

The completed Master Plan was presented to the Town of Eatonville, giving leadership and staff a shared vision for the park's future. The presentation opened a valuable conversation about priorities, building placement, and the community's long-term goals.

Feedback gathered during that meeting will be carried forward and incorporated once the actual project begins. This approach keeps the community's voice at the center of the work and ensures the final design reflects what Eatonville residents truly need. The Master Plan now stands as a strong, thoughtful foundation for the next stage of design and construction at Frances Jerry Park.

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# Eatonville Water Treatment Design Co



TOWN OF EATONVILLE, FLORIDA

**CLIENT**
Town of Eatonville, Florida

**SERVICES**
- Design Concept

**COMPLETION DATE:**
TBD Currently in Progress

**Project Budget**
Budget: no budget has been established

Timeline/Schedule there was a 4 month timeframe for the conceptual design
Client contact information Valerie Mundy

Project Description: This project was located at Denton Johnson Park in the Town of Eatonville. R+B was hired to do conceptual design for a new Water Treatment Plant complex. The facility is to be approximately 3,500 sf. The facility is to integrate into the existing park, which is to be redesigned the existing Denton Johnson Community Center. Outcomes and results A concept design was presented to the Owner. Further development of the building and site is pending survey and environmental information.

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# MASTER PLAN / THE DENTON JOHNSON PARK

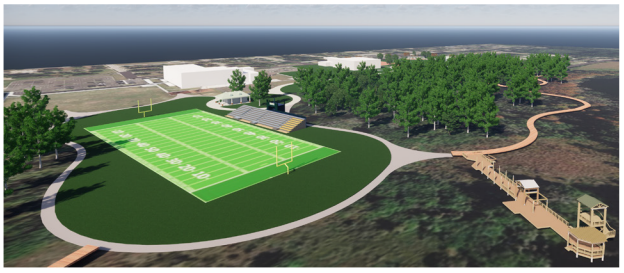
TOWN OF EATONVILLE, FLORIDA

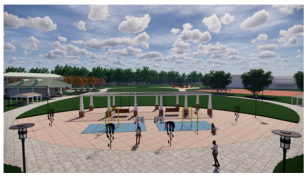
**CLIENT**
Town of Eatonville, Florida

**SERVICES**
- Master Plan Concept Study

**COMPLETION DATE:**
2019 - 2/11/2020 TBD

The Town of Eatonville Community Redevelopment Agency (CRA) hired Rhodes+Brito Architects to develop a master plan for the revitalization of Eatonville's Denton Johnson Center Park. The Denton Johnson park is on the Southwest Corner of Ruffel St and S. West Avenue in Eatonville. The existing amenities are limited, and the desire by the CRA was to explore additional park amenities that would enhance the park and allow possible revenue generation for the Town. The existing Denton Johnson Park boundary, owned by the Town of Eatonville, includes approximately 11.2 acres. The current park consists of the Denton Johnson Community Center, a parking lot, playgrounds, and associated pedestrian walkways. The Eatonville Boys and Girls Clubs building is on the West side of the site. There is a boardwalk in poor condition beginning at the wooded area near Lake Bell. Lake Bell is a prominent feature of this park and presents an opportunity to develop waterfront amenities. The existing boardwalk extends to the Lake Bell waterfront on the Southside of the site. This area is a designated wetland area, so development must be limited. The design team held design charettes with Town leadership and community stakeholders to establish priorities and desired improvements for the park. These meetings offered invaluable suggestions from the Town community. The completed Master Plan indicates the replacement of the existing Community Center with a new Events Center for special events, weddings, and community meetings. The proposed Events Center will be a 2-story facility with a Porte Cochere and large meeting rooms, catering kitchen, restrooms, and other ancillary spaces. This proposed facility will overlook the southern wooded area with views towards the waterfront of Lake Bell. Construction for a new landscaped park entrance, gateway plaza, street parking, and splash pad will at the corner of Ruffel St/West Avenue after the demolition of the existing





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# Eatonville Public Library

TOWN OF EATONVILLE, FLORIDA

**CLIENT**
Town of Eatonville, Florida

**SERVICES**
- Design Concept
- Master planning
- Programming
- Concept design services
- Space needs assessment
- Assembly area
- Multiple facility offices

**COMPLETION DATE:** 2004

**Project Budget:** $900,000

Rhodes+Brito Architects was the prime architect and lead designer for this $900,000 Eatonville public library. This project features a 6,800 square-foot branch library for the Orange County Library System. The facility is part of a revitalization master plan and is situated to the front of Kennedy Boulevard, a major access road in the Historic African American town. Designed in a Southern neo classical design, the library has a pedestrian-friendly scale. The green with white trim building features a front porch, community room, computer work stations, children's reading area, library stacks, office and storage. The main feature of the design includes a traditional cupola entry, which provides ample natural light into the children's area. The library is fully integrated with technology for internet use and multi-media presentations and assembly space.

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# Orange county multicultural center (adaptive reuse)

ORANGE COUNTY, FLORIDA

**CLIENT**
Orange County, Florida

**SERVICES**
- New/Renovation/Adaptive Reuse

**COMPLETION DATE:**
2023

Nature of Firm's Responsibility Prime Architect and Designer

Cost: $5M

On Schedule/On Budget: Yes

Project Size: 18,089 square feet

Guysen Bohler, Project Manager
Orange County Capital Projects Division
400 E. South Street
Phone: (407) 836-8184
Cell: (407) 913-4836
Guysen.Bohler@ocfl.net
Sara Flynn-Kramer Manager
407.836.0048 Office/407.402.0672 Cell

The Orange County Multicultural Community Center (OCMCC) has the potential to become a cultural hub for the Pine Hills community. It will facilitate learning, connecting with neighbors, fellowship, cultural events, celebrating significant life events, and enjoying art exhibitions. The OCMCC is where people get inspired and motivated to do extraordinary things and influence the larger community.

The Multicultural Center is a sustainable adaptive reuse design that retains 95% of the existing 60,000 SF shell previously used as a grocery store and transforms it into a community hub. The entire shell remains the foundation and support for the new dynamic design. To incorporate character and reinforce the multicultural concept, perforated metal panels, and vibrant colors were added to the facade to represent the cultures that make Pine Hills a special place. The facade reinforces the community coming together to start a brighter future, the perforations of the skin purposely allow the existing structure to be seen. Existing clerestories and roof framing are exposed in the main public areas in keeping with the modern industrial aesthetic.

# CLIMATE STRONG COMMUNITIES

*Rethinking neighborhood resilience planning and design in NYC*

Climate Strong Communities (CSC) is a multi-year initiative to transform how New York City identifies, designs and funds, neighborhood climate resilience projects. From daylighting a historic creek in Kissena Park to laying the groundwork for a citywide network of Resilience Hubs, CSC develops projects that are equally feasible and aspirational.

**CLIENT**

NYC Mayor's Office of Environmental & Climate Justice (MOCEJ)

**LOCATION**

New York, NY, USA

**PERIOD OF PERFORMANCE**

May 2023 – present

**PROJECT TEAM**

- ONE Architecture & Urbanism
- Starr Whitehouse
- Jacobs
- Matrix New World Engineering
- Auroran
- Climate Adaptation Partners
- Manuel Miranda Practice

**REFERENCE**

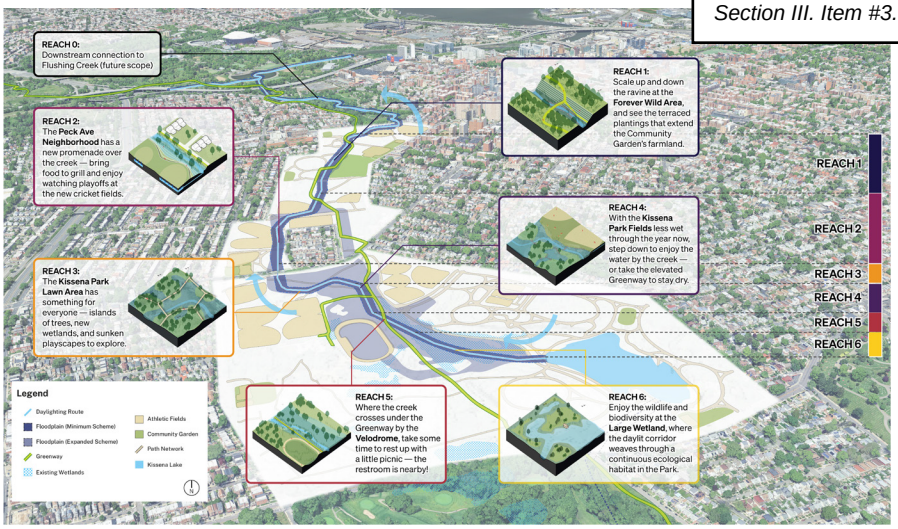
Jordan Salinger, Deputy Director for Adaptation Strategies, New York City Mayor's Office of Environmental & Climate Justice
jsalinger@cityhall.nyc.gov

Since CSC's inception in 2023, ONE has led a team of designers, planners, engineers, and financing experts—working in close collaboration with the New York City Mayor's Office of Climate & Environmental Justice (MOCEJ) to deliver a diverse array of vision plans, schematic designs, funding applications, and meaningful engagement to communities across all five boroughs.

ONE has been instrumental in establishing CSC's strategic framework for understanding climate threats and project opportunities, interwoven with multi-stakeholder collaboration across dozens of city agency partners and community-based organizations. The program not only rethinks conventional infrastructure planning by proactively engaging communities at the earliest stages of the process—investing in places left unaddressed by past disaster recovery funding—it is equally focused on maximizing federal and state funding opportunities and leveraging existing resiliency planning and capital commitments. Taken together, this approach advances the next generation of equitable, multi-hazard resiliency and sustainability projects.

As the team lead, ONE has ensured the integration and delivery of all tasks with a nimble approach to ad hoc scopes of work such as supporting NYCDEP's newly created Bureau of Coastal Resilience (BCR). Similarly, we have expanded our scope to include communications to bring CSC's mission to life, from an informational video to educational materials such as flashcards and posters.

Now in its third year, CSC spans some two dozen neighborhoods across all five boroughs. Initially focused on communities that did not receive Hurricane Sandy or Ida recovery assistance, CSC has organically scaled up as a comprehensive citywide initiative that continues to expand to more underinvested neighborhoods across the city.

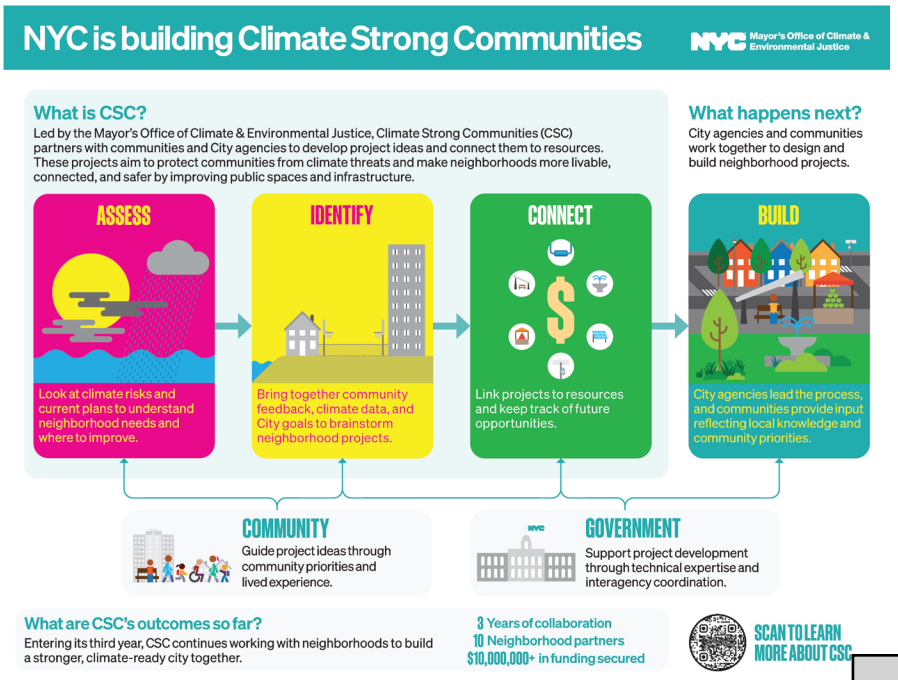


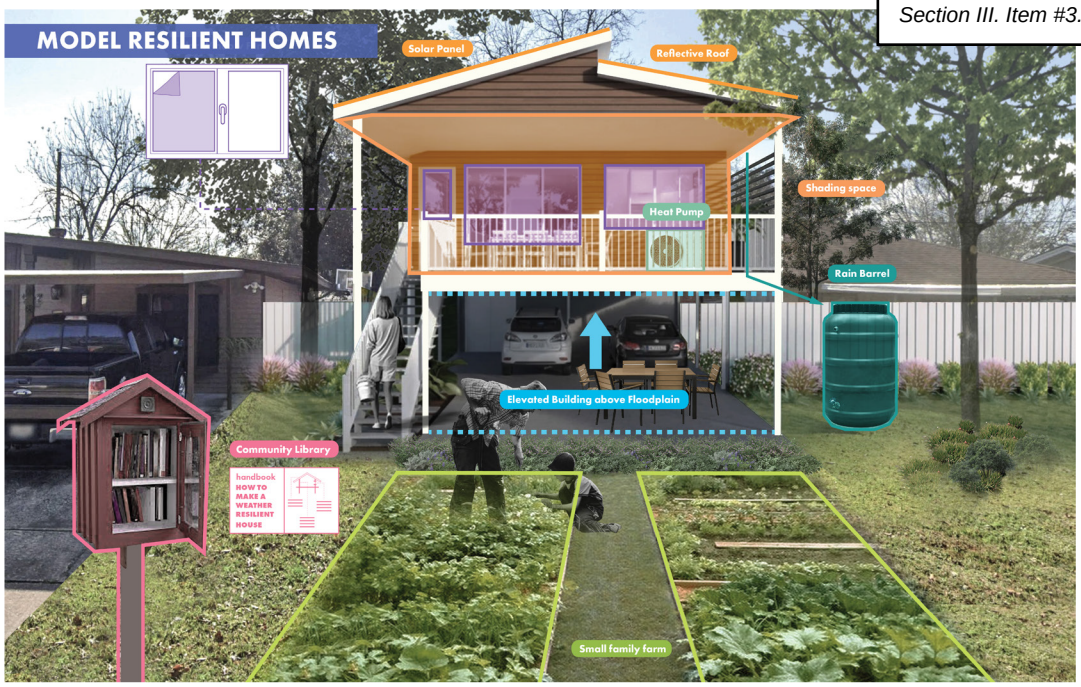
*Clockwise from top left: map of CSC neighborhoods, Years 1–3; visualization form Kissena Creek Daylighting Vision Plan; detail of community workshop in Port Richmond, Staten Island; community workshop breakout group, Concourse, The Bronx; infographic explaining the CSC process; interagency Technical Advisory Committee (TAC) meeting; TAC breakout group*

*Opposite: Community workshop in Soundview, The Bronx*

Over the last three years, ONE has helped MOCEJ in developing and refining every step of the process:

- Leading neighborhood-scale **context and climate-risk assessments**, we bring data to life through maps and visualizations that layer multiple hazards with demographic, infrastructure, and community asset data to reveal where vulnerabilities and opportunities converge.
- Driving robust, multi-year **community engagement** efforts in support of Starr Whitehouse, with whom we jointly developed a model to partner with CBOs, forming paid Neighborhood Support Teams (NST) to build capacity among trusted local leaders.
- Shaping the **identification and development of resilience projects**, ONE has brought our expertise in precisely targeted interventions that yield outsized returns in improved public space, access, safety, equity, and climate protection.
- Facilitating a **new interagency process**, CSC has opened doors and unlocked new potential for resilience projects through renewed momentum and institutional alignment.
- Pursuing **grant funding** with Jacobs and Climate Adaptation Partners, to advance ideas toward implementation.






# HOUSTON NEIGHBORHOOD RESILIENCE PLANS

*Developing a replicable planning process*

Implementing a key goal of Resilient Houston, to develop 50 neighborhood plans by 2030, this project is the first of its kind for the city. It provides a strategic action plan to achieve Resilient Houston's goals and targets at neighborhood scale.

**CLIENT**

City of Houston Planning and Development Department

**LOCATION**

Houston, TX, USA

**PERIOD OF PERFORMANCE**

January 2022 – December 2022

**PROJECT TEAM**

- ONE Architecture & Urbanism
- Climate Adaptation Partners
- Community Lattice
- Black United Fund of Texas
- Fernleaf Interactive
- Enterprise
- 5Engineering

**REFERENCE**

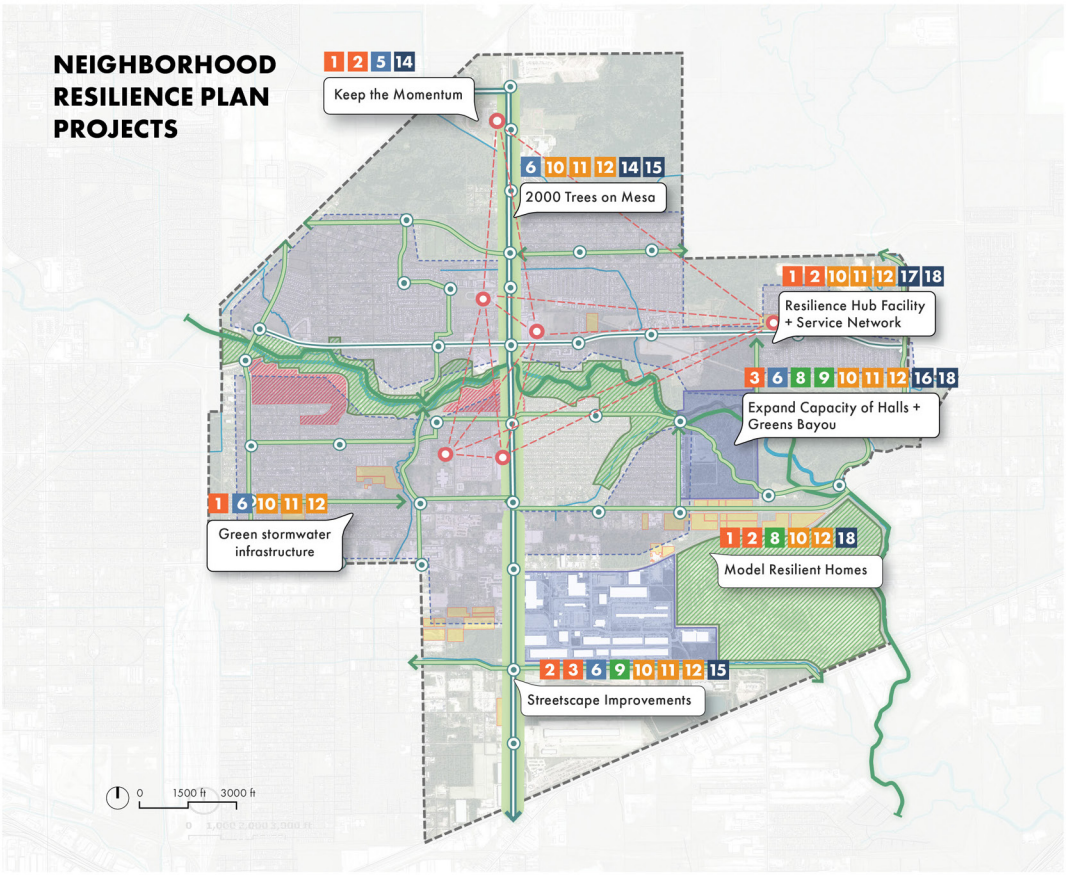
Lynn Henson, Division Manager, City of Houston Planning and Development Department
lynn.henson@houstontx.gov

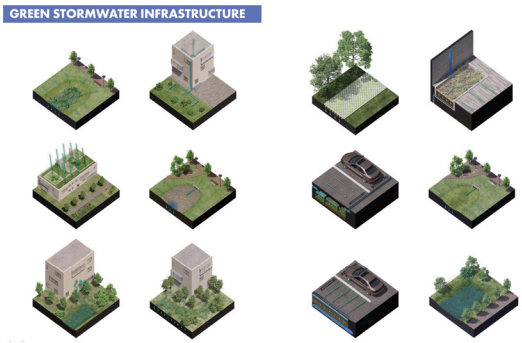
The project also makes recommendations for people-based and placed-based strategies and actions to improve neighborhood resilience now and into the future.

The Resilient Houston and local Neighborhood Resilience plans share the purpose of reducing the impacts of stressors and shocks and improving preparation for—and the fastest and best recovery from—disaster events. Houstonians are consistently reminded of the urgent need for transformative change and for these changes to be built on long-term holistic, equitable, and inclusive strategies and actions, particularly in historically disadvantaged communities.

A Neighborhood Resilience Plan takes direction from Resilient Houston by incorporating climate adaptation and risk reduction and infrastructure modernization, housing stability and security, healthy clean environment, social empowerment, economic development, and heat mitigation into place-based strategies for the community. The plan serves as a tool to direct neighborhood-based investments into practical and tangible projects to reduce flooding, manage heat, and address physical and social vulnerabilities to climate and other hazards. Simultaneously, the plan works to improve the overall quality of life and economic opportunities in the community.

Using multi-benefit strategies and actions, the plan shows community members, community-based organizations, private partners, and policy makers how resilience strategies and actions can be integrated to achieve multiple benefits. It also establishes strategies for tackling complex shocks and stresses aimed at addressing the community's exposure and sensitivity to extreme weather events, addresses the effects of






*Above: Map of proposed neighborhood resilience plan projects in East Houston*

*Far left: Community engagement workshop in East Houston*

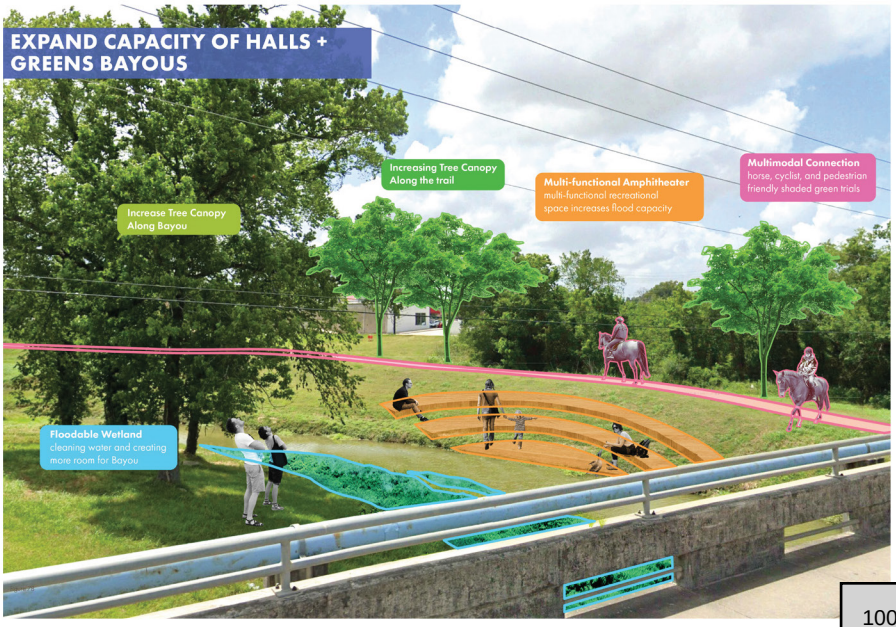
*Center: Green stormwater infrastructure intervention toolkit*

*Below: Visualization of proposed project to expand bayous in East Houston*

*Opposite: Visualization of proposed project for model resilient homes*

compounding vulnerabilities, and advances the community's adaptive capacity.

The planning team engaged three communities in active conversation as part of the formulation of distinct Neighborhood Resilience Plans, to inform a replicable roll-out strategy for the other 47 neighborhoods. The team took direction from the community through traditional public meetings and surveys, focused one-on-one conversations with community leaders, and working sessions with the Neighborhood Support Team (NST) and proactive residents. The input from in these meetings guided the plan's development and resulting recommendations. The community's directives were vetted and coordinated with City staff through several Technical Advisory Committee (TAC) meetings to ensure the plan's feasibility, identify lead agencies, and identify or allocate potential funds to implement projects.



# 6. Approach and Methodology

^ Riverfront Plaza, Jacksonville, FL

# Approach and Methodology

Our approach to the Lake King Stormwater Resiliency, Flood Mitigation, Wetland Restoration, and Resilience Park Project is founded on our team's clear understanding of the Town's goals, project requirements, and implementation constraints. Building upon our team's previous planning efforts and technical studies, we have developed a comprehensive strategy that combines engineering, environmental restoration, landscape design, recreation planning, community engagement, and regulatory coordination to advance the project from planning through construction. This section describes our **Understanding of the Project Goals, Requirements, and Constraints; Technical Approach and Methodology; Project Management and Delivery Approach; and GAI's Quality Management System (QA/QC) Proces**s, which collectively provide the framework for successful project delivery and long-term community resilience.

## Understanding of Project Goals, Requirements, and Constraints

### Flood Mitigation and Watershed Management

The primary objective of the Lake King Stormwater Resiliency, Flood Mitigation, and Wetland Restoration Project is to reduce flood risk throughout the Lake King watershed by advancing the recommendations of the FEMA Flood Assessment Study into a fully designed, permitted, and constructible project. The study determined that flooding is driven by two interconnected challenges: insufficient stormwater storage capacity and hydraulic bottlenecks within the downstream conveyance system. As a result, successful implementation will require a balanced approach that combines floodplain storage, wetland restoration, and conveyance system improvements to achieve meaningful and lasting flood reduction benefits.

The RFP specifically requires the evaluation, design, and permitting of stormwater conveyance upgrades, including replacement and upsizing of existing pipes, culverts, and outfall structures; topographic surveys of flood-prone and lakefront properties; hydraulic and hydrologic modeling; and design of channel stabilization measures to improve conveyance performance and reduce maintenance requirements. We understand that these improvements must be analyzed at the watershed scale to ensure that flood reduction benefits are maximized while avoiding unintended impacts to downstream properties and receiving waters.

### Environmental Restoration and Nature-Based Solutions

A central element of the project is the restoration and expansion of wetland systems to increase flood storage capacity, improve water quality, and enhance ecological function. The RFP specifically identifies the acquisition and restoration of the property located at 294 Campus View Drive as an opportunity for grading, excavation, wetland creation, and habitat enhancement.

Consistent with recommendations our team developed through the EPA Recovery and Resiliency Partnership Project (R2P2), we understand that the Town seeks to leverage nature-based infrastructure as a key component of its resilience strategy. Opportunities include expanded treatment wetlands, stormwater retention areas, bioswales, rain gardens, native landscaping, shoreline restoration, and other green infrastructure features that both reduce flooding and improve environmental conditions. These improvements are intended to create a resilient system that provides multiple benefits, including stormwater treatment, nutrient reduction, habitat enhancement, and increased climate resilience.

### Hydrologic Monitoring and Smart Water Management

The RFP also includes the design of an electronic stream gage utilizing water-level monitoring technology to improve hydrologic data collection and long-term watershed management. We understand that the Town seeks not only physical infrastructure improvements but also enhanced monitoring capabilities that support future decision-making and system operations.

By integrating water-level sensors, rainfall monitoring, and data collection systems, the project can provide valuable information regarding watershed performance during routine conditions and major storm events. These monitoring systems may also support future flood forecasting, emergency management, and adaptive watershed operations.

### Park Design and Recreation

Consistent with the most recent park concept plan developed through the National Park Service and the concept plans our team created for the EPA R2P2 resilience planning effort, park improvements should be fully integrated with the project's engineering and environmental objectives. Our proposed vision for the R2P2 resilience planning effort for Lake King includes expanded stormwater storage, wetland restoration, shoreline enhancements, recreational improvements, and public access improvements that function together as a unified resilience strategy.

Moving forward, we continue envisioning the Lake King site as a community resilience park, where recreation, ecology, education, and infrastructure function together as a single system. Potential improvements include:

- Enhanced shoreline stabilization and restoration.
- Boardwalks, fishing piers, overlooks, and viewing platforms.
- Multi-use trails and improved pedestrian access.
- Improved boating access.
- Gathering spaces and passive recreation areas.
- Expanded tree canopy and native landscaping.
- Interpretive and educational features.
- New or upgraded playgrounds.
- Rehabilitation of basketball courts and athletic facilities.
- Pavilions and community gathering spaces.
- Integration of future community facilities.

## Community Outreach and Engagement

Meaningful community engagement will be a cornerstone of project development. We believe the most successful resilience and design projects are shaped through continuous collaboration with Town leadership, residents, businesses, and project stakeholders.

Our engagement approach is designed to create a transparent and inclusive process that encourages participation, builds trust, and ensures the project reflects the priorities of Eatonville residents. Through workshops, stakeholder meetings, public open houses, design charrettes, pop-up events, and interactive engagement activities, we will gather input and create opportunities for meaningful dialogue at key project milestones.

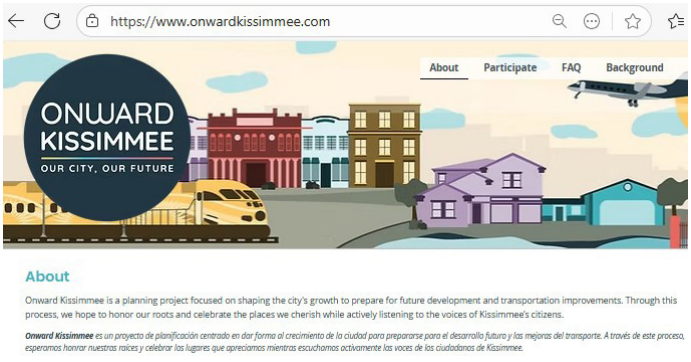
Because Lake King serves residents of all ages and backgrounds, our outreach program will be intentionally designed to engage the project's primary users, including children, youth, families, seniors, park users, adjacent neighborhoods, and community organizations. Special emphasis will be placed on engaging young residents through age-appropriate activities, interactive workshops, educational events, and hands-on design exercises that encourage children and teens to help envision the future of their community park. By involving future generations in the planning process, the project can better reflect the recreational, educational, and environmental amenities most important to those who will use and steward the park for years to come.

**Community engagement activities will focus on:**

- Refining project goals and design priorities.
- Gathering input on park, recreation, and environmental enhancements.
- Understanding the needs of children, youth, families, and other primary park users.
- Identifying community concerns, opportunities, and local knowledge.
- Evaluating alternatives and building consensus around preferred solutions.
- Ensuring the project reflects Eatonville's history, culture, and community identity.
- Promoting long-term stewardship and community ownership of project improvements.

**Samples of engagement events and activities include:**

- Community Meetings
- Tours
- Focus Groups and Stakeholder Meetings:
- Open Houses
- Design Workshops: d allow community members to see how their input influences proposed solutions.
- Pop-Up Events
- Online Surveys
- Interactive Mapping Tool
- Digital Polling Tools



^ Ownward Kissimee Brand Design, Website and Engagement

^ St. Pete Warehouse Arts District Action Plan Workshop

Beyond collecting feedback, our goal is to foster a collaborative partnership with the community, in which residents actively help shape the vision for Lake King's future. This ongoing dialogue will help ensure that flood mitigation, wetland restoration, park improvements, educational amenities, and recreational features align with community needs and aspirations, while creating a destination that provides lasting value for residents of all ages. By empowering community members to participate in decision-making, the project can build a strong sense of ownership and stewardship that supports the long-term success and sustainability of the Lake King Resilience Park.

### Outreach and Communications

Communication is critical to outreach and engagement because it is the primary means of sharing information and connecting with the public. Our Team will work with the Town's Project Manager to create a project outreach strategy that reflects the broad constituency and may include traditional (print) and digital-based (online) communication techniques. Our Team believes a great communications and outreach strategy needs to be inclusive, transparent, and clearly express the project's goals, timeline, and expectations while building interest and excitement.

**Project Branded Graphics:** Our team develops custom project branding to establish a clear, recognizable, and cohesive visual identity for each initiative. This includes creating a project-specific logo, color palette, typography, and graphic standards. We also design adaptable templates for flyers, presentations, display boards, reports, and digital materials to ensure consistency across all outreach and engagement efforts. Strong, cohesive branding helps build project recognition, enhances clarity, and reinforces transparency throughout the planning process.

**Websites/Project Pages/Dashboards:** Depending on project needs, our team can develop interactive project websites or pages using platforms such as Wix and ArcGIS Online StoryMaps. These tools serve as a centralized, mobile-friendly hub for project information, updates, and public engagement, with features such as surveys, comment forms, and map-based tools to support broad participation.

**Communications Content Creation:** Our team will work closely with the Town to develop all outreach and engagement content for project websites and web pages, as well as for additional communication platforms as appropriate. This includes clear, accessible, and engaging written and visual content that communicates project goals, milestones, meeting information, and opportunities for participation. Content will be thoughtfully crafted to resonate with diverse audiences, support bilingual outreach when needed, and ensure consistency in messaging across digital, print, and social communication channels.

## Technical Approach and Methodology

Our team has developed an eight-step approach to guide the planning, design, permitting, and implementation of the Lake King Resilience Park project. This approach integrates technical analysis, environmental restoration, engineering, recreation planning, and **community engagement throughout the Schematic Design Phase** to ensure the project reflects stakeholder priorities while achieving the Town's flood mitigation, resiliency, and environmental objectives. **Each phase includes specific deliverables and review milestones that support informed decision-making, the Town's leadership approval, regulatory compliance, and successful project implementation.**

1. Existing Conditions Assessment and Site Analysis
2. Schematic Design (30% Design Submittal)
3. Design Development (60% Design Submittal)
4. Construction Documentation (90% Design Submittal)
5. Cost Estimation and Implementation Planning
6. Permitting and Regulatory Coordination
7. Bidding Assistance
8. Construction Administration

**1. Existing Conditions Assessment and Site Analysis**

The first phase of work focuses on developing a comprehensive understanding of the Lake King watershed, Frances Jerry Park, and the surrounding project area. Building upon the FEMA Lake King Flood Assessment Study, the EPA Recovery and Resiliency Partnership Project (R2P2), and available Town data, the project team will compile and review existing studies, drainage records, utility information, environmental documentation, and previous conceptual plans.

The team will conduct site investigations, topographic surveys of flood-prone and lakefront properties, drainage infrastructure assessments, wetland evaluations, and park inventory analyses to identify existing opportunities and constraints. Particular attention will be given to the Lake King outfall system, Katherine Avenue Ditch, Frances Jerry Park, and the property located at 294 Campus View Drive, which has been identified as a potential flood storage and wetland restoration area.

**2. Schematic Design (30% Design Submittal)**

The Schematic Design Phase will transform technical analyses, community input, and environmental assessments into a cohesive vision for the Lake King Resilience Park. This phase will focus on developing integrated solutions that combine flood mitigation, water quality improvements, wetland restoration, recreation, education, and community amenities.

The design team will evaluate alternatives for flood storage expansion, outfall conveyance improvements, channel stabilization, wetland restoration, green infrastructure, and park enhancements. Concept plans will explore opportunities for treatment wetlands, bioswales, rain gardens, native landscaping, shoreline restoration, and habitat enhancement while integrating recreational improvements such as boardwalks, fishing piers, trails, overlooks, gathering spaces, playgrounds, pavilions, and community event areas. These concepts will build upon previous recommendations developed through the National Park Service and EPA R2P2 planning process.

Community engagement will be a central component of the Schematic Design Phase and will guide the development and evaluation of design alternatives. The team will conduct public workshops, stakeholder meetings, youth engagement activities, and interactive design exercises to gather feedback, identify community priorities, and build consensus around the preferred vision for the park. Input received through these activities will be incorporated into the design process to ensure the project reflects local needs, enhances community ownership, and advances the Town's long-term resiliency goals.

The concept design process will be highly collaborative and will incorporate public workshops, stakeholder meetings, youth engagement activities, and interactive design exercises to ensure the vision reflects community needs and priorities.

The 30% Schematic Design submittal will document the preferred design direction and may include concept plans, illustrative renderings, precedent imagery, planning-level cost estimates, and a recommended master plan for review and approval.

**3. Design Development (60% Design Submittal)**

Once a preferred concept is selected, the project will advance into Design Development. During this phase, the conceptual vision will be translated into a coordinated and technically feasible design that integrates engineering, environmental restoration, landscape architecture, and recreational programming.

Design development activities will include refinement of hydrologic and hydraulic analyses; design of stormwater conveyance improvements; evaluation of culvert, pipe, and outfall upgrades; channel stabilization measures; wetland restoration and enhancement plans; stormwater treatment features; and the electronic stream gage monitoring system required by the RFP.

Park and recreation elements will also be refined, including trail alignments, boardwalks, overlooks, fishing facilities, shade structures, landscape architecture, playground improvements, educational features, wayfinding systems, and community gathering spaces. The project team will continue coordinating with stakeholders and regulatory agencies to ensure the design remains aligned with project objectives, permitting requirements, and community expectations.

The 60% Design Development submittal will include coordinated engineering and landscape architecture plans, updated technical analyses, refined restoration and recreational design elements, and an updated opinion of probable construction costs. Design development will progress through review milestones to confirm design direction, validate assumptions, and maintain alignment with project budget and implementation goals.

**4. Construction Documentation (90% Design Submittal)**

The Construction Documentation Phase will advance the approved design into a complete set of bid-ready and permit-ready construction documents.

This phase will include preparation of detailed engineering plans, technical specifications, details, schedules, construction notes, and supporting calculations necessary for implementation. Construction documents will include site grading, stormwater

conveyance improvements, channel stabilization measures, wetland restoration plans, landscape architecture plans, hardscape layouts, boardwalks, recreational amenities, signage, irrigation, planting plans, and all supporting details necessary for construction.

The design team will conduct interdisciplinary quality-control reviews throughout document preparation to ensure coordination between civil engineering, environmental restoration, landscape architecture, permitting requirements, and construction needs.

The 90% Construction Documents submittal will provide a substantially complete set of plans and specifications for final review and comment. Following incorporation of review comments, the project team will prepare the final 100% bid-ready and permit-ready construction package, providing the Town with a comprehensive set of implementation documents suitable for bidding, permitting, and construction.

**5. Cost Estimation and Implementation Planning**

Cost estimating will be integrated throughout the design process to support informed decision-making and ensure the project remains aligned with the Town's budget, funding strategy, and implementation objectives.

The project team will prepare and update opinions of probable construction cost during the Schematic Design, Design Development, and Construction Documentation phases. As the design advances and additional project details become available, cost estimates will be refined using current market conditions, quantity takeoffs, contractor cost data, and project-specific assumptions. This progressive estimating approach will allow the Town to continuously evaluate project affordability, identify cost drivers, assess phasing opportunities, and make adjustments as needed to maintain budget alignment.

During the Schematic Design phase, planning-level cost estimates will be developed to compare alternatives and support selection of a preferred concept. During Design Development, estimates will be updated to reflect refined engineering, environmental restoration, and park improvement elements, allowing the Town to evaluate scope, priorities, and available funding. During Construction Documentation, detailed quantity-based cost estimates will be prepared to support final budgeting, bidding, grant applications, and implementation planning.

This iterative cost management process helps reduce the risk of budget overruns, supports value-based decision-making throughout design, and ensures that the final project remains financially feasible while achieving the Town's flood mitigation, environmental restoration, recreation, and resiliency objectives.

In addition to construction costs, the team will evaluate opportunities for phased implementation, long-term operations and maintenance considerations, and funding strategies. Because the project combines flood mitigation, wetland restoration, green infrastructure, recreation, and educational enhancements, the project is well-positioned to compete for multiple state and federal funding programs. Cost information will be organized to support grant applications, funding requests, and future capital improvement planning, allowing the Town to implement improvements strategically while maximizing available funding resources.

**6. Permitting and Regulatory Coordination**

Permitting will be integrated throughout planning and design to minimize regulatory risks and streamline project implementation. Early coordination with regulatory agencies will occur to confirm permitting pathways, identify environmental considerations, and validate design assumptions.

Because the project includes stormwater infrastructure improvements, wetland restoration, floodplain modifications, habitat enhancements, and potential property restoration activities, multiple local, state, and federal permits may be required. Coordination is anticipated with agencies such as the St. Johns River Water Management District (SJRWMD), Florida Department of Environmental Protection (FDEP), Orange County, FEMA, and other applicable entities.

Permitting efforts will include preparation of supporting calculations, environmental documentation, permit exhibits, application packages, responses to agency comments, and revisions required to obtain approvals. Special attention will be given to permitting associated with the restoration of the property at 294 Campus View Drive and expansion of wetland systems intended to provide additional flood storage, water quality treatment, and habitat enhancement.

By integrating permitting considerations throughout the design process, the project team will reduce implementation risk and position the project for a smoother transition from planning to construction.

**7. Bidding Assistance**

Following completion of the Construction Documentation phase, the project team will support the Town during procurement and contractor selection. This phase assumes that the Town will manage the bidding process, with the design team providing technical support to facilitate a clear and competitive solicitation.

Services will include assisting the Town in responding to questions from prospective bidders and providing clarifications and interpretations of the bidding documents. Responses will be documented and distributed through formal addenda to ensure all bidders receive consistent information and have a clear understanding of the project requirements.

The project team will also review requests for substitutions submitted by prospective bidders, when permitted by the

bidding documents. Acceptable substitutions will be evaluated for consistency with the project's performance objectives, design intent, durability requirements, maintenance considerations, and permitting commitments. When appropriate, approved substitutions and related clarifications will be incorporated into addenda for distribution during the procurement process.

By providing technical support during bidding, the project team will help minimize ambiguity, improve contractor understanding of the project, reduce procurement risks, and promote competitive pricing prior to construction. This process also helps ensure that proposed materials, methods, and equipment remain consistent with the flood mitigation, environmental restoration, recreational, and resilience goals established during design.

### 8. Construction Administration

Following completion of permitting and bidding, the project will advance into Construction Administration to support successful implementation of the Lake King Resilience Park improvements. Throughout construction, the project team will serve as the Town's technical advisor, helping ensure that the project is constructed in accordance with the approved plans, specifications, permit requirements, and design intent.

Construction administration services will include participation in pre-construction meetings, contractor coordination, review of shop drawings and product submittals, responses to requests for information (RFIs), and review of contractor-proposed substitutions. The project team will maintain close communication with the Town, contractor, and regulatory agencies to address issues that arise during construction and facilitate timely project delivery.

Periodic site observations will be conducted at key stages of construction to evaluate the progress and general conformance of the work with the construction documents. Particular attention will be given to critical project elements such as stormwater conveyance improvements, wetland restoration areas, channel stabilization measures, boardwalks, recreational facilities, planting installations, and green infrastructure components. Site observation reports will be prepared to document findings, identify potential issues, and provide recommendations for corrective actions when necessary.

The team will also assist the Town with construction change order reviews, pay application evaluations, substantial completion inspections, punch list development, and final project closeout activities. Coordination with permitting agencies will continue during construction to support required inspections, certifications, permit compliance documentation, and project completion reporting.

Upon completion of construction, the project team will conduct final inspections, review record information provided by the contractor, and prepare final certifications required by regulatory agencies. This phase ensures that the completed project functions as intended, satisfies permitting requirements, and delivers the flood mitigation, environmental restoration, recreational, and community resilience benefits envisioned during the planning and design process.

## Project Management and Delivery Approach

Successful delivery of the Lake King Stormwater Resiliency, Flood Mitigation, Wetland Restoration, and Resilience Park Project will require proactive project management, clear communication, disciplined schedule tracking, and continuous coordination among the Town, stakeholders, regulatory agencies, and the multidisciplinary design team. Our project management approach is structured to maintain momentum throughout the project lifecycle, facilitate timely decision-making, manage risks, and ensure the project remains on schedule and within budget.

### Commitment to Successful Delivery

Our project management philosophy is built around proactive communication, disciplined schedule management, continuous budget monitoring, and collaborative decision-making. Through regular meetings, milestone reviews, agency coordination, and transparent reporting, we will provide the Town with the information necessary to make timely decisions, manage risk, and successfully deliver a resilient, community-centered project that achieves Eatonville's flood mitigation, environmental restoration, recreation, and long-term resilience goals.

### Project Kickoff and Team Alignment

The project will begin with a comprehensive kickoff meeting involving Town staff, key stakeholders, and the consultant team. This meeting will establish the project vision, goals, scope, schedule, communication protocols, decision-making process, and team responsibilities. The kickoff meeting will also provide an opportunity to review available studies, environmental and permitting considerations, community priorities, funding objectives, and anticipated project milestones.

The kickoff meeting will serve as the foundation for project execution by ensuring all team members have a shared understanding of project objectives, critical constraints, schedule expectations, and implementation priorities. Existing technical studies, including the FEMA Flood Assessment Study and R2P2 recommendations, will be reviewed to confirm the path forward and avoid duplication of previous efforts.

### Regular Project Coordination and Progress Meetings

Throughout the project, our team will facilitate regular project coordination meetings with Town staff and key project stakeholders. These meetings will serve as the primary forum for discussing project progress, reviewing technical findings, evaluating design alternatives, tracking action items, identifying risks, and maintaining schedule adherence.

Progress meetings will generally occur on a monthly basis during planning and design and may be supplemented with bi-weekly coordination meetings during critical project milestones or active permitting periods. Each meeting will include:

- Schedule and budget status updates.
- Review of completed and upcoming activities.
- Discussion of technical issues and decisions.
- Coordination of stakeholder and agency outreach.
- Review of design progress and deliverables.
- Identification of risks and mitigation strategies.
- Tracking of project action items and responsibilities.

Meeting summaries will be prepared and distributed to maintain accountability and provide a clear record of project decisions.

### Design Review Workshops

At key milestones, the project team will conduct structured design review workshops with the Town and stakeholders to confirm project direction and maintain alignment with community expectations and budget objectives.

These milestone workshops will typically occur at:

- Existing Conditions and Opportunities Assessment.
- Concept Design.
- Preliminary Preferred Alternative Selection.
- Design Development.
- Construction Documentation.

These meetings provide opportunities to review technical analyses, evaluate alternatives, discuss cost implications, and confirm the design direction before advancing to subsequent phases. This decision-gate approach helps reduce rework, control project costs, and maintain schedule certainty.

### Town Council Updates and Project Briefings

Regular communication with elected officials will be an important component of our project management approach. Throughout the planning, design, permitting, and implementation process, our team will provide periodic project updates to the Town Council to ensure leadership remains informed of project progress, key findings, budget status, schedule milestones, and upcoming decisions.

These meetings will serve as opportunities to:

- Present major project milestones and deliverables.
- Provide updates on schedule, budget, and project status.
- Share findings from technical analyses and design studies.
- Present conceptual and design alternatives for discussion.
- Summarize community engagement outcomes and stakeholder feedback.
- Discuss permitting progress and regulatory coordination.
- Identify project risks, opportunities, and funding considerations.
- Obtain direction on major policy, design, and implementation decisions.

Town Council presentations will be strategically scheduled at key project milestones, including project initiation, concept design, design development, and final design, as well as other meetings requested by the Town. By maintaining regular communication with Town leadership, the project team can ensure decision-makers remain engaged throughout the process, facilitate timely decision-making, and maintain alignment between project goals, community priorities, schedule, and budget.

This proactive approach promotes transparency, supports effective governance, and provides the Town Council with the information necessary to guide the project toward successful implementation while ensuring the Lake King Resilience Park project continues to advance Eatonville's flood mitigation, environmental restoration, recreational, and community resilience objectives.

### Agency Coordination Meetings

Given the environmental, stormwater, and permitting components of the project, proactive agency coordination will be essential. Our team will schedule and facilitate meetings with agencies including SJRWMD, FDEP, Orange County, and other regulatory partners as necessary.

Early agency coordination meetings will focus on:

- Confirming permitting pathways.
- Identifying environmental constraints.
- Reviewing proposed wetland restoration concepts.
- Discussing flood mitigation strategies.
- Confirming agency expectations and review requirements.

Continued coordination throughout design and permitting will help minimize project risks, reduce review time, and improve the likelihood of timely permit approvals.

### Bidding and Construction Coordination Meetings

Following completion of design, the project team will support the Town during bidding and construction through a series of implementation-focused meetings.

These may include:

- Pre-bid meetings with prospective contractors.
- Bid evaluation meetings.
- Pre-construction meetings.
- Owner-Consultant-Contractor (OAC) meetings.
- Construction progress meetings.
- Substantial completion inspections.
- Final completion meetings.

Throughout construction, the project team will maintain active communication with the Town and contractor, respond to requests for information, review submittals, and provide construction observations to help ensure that project improvements are constructed in accordance with the approved plans, specifications, permit conditions, and project objectives.

### Schedule Management and Budget Control

Maintaining schedule and budget discipline will be a central focus of our project management approach. A detailed project schedule will be developed at initiation and updated regularly throughout the project. Schedule tracking will include:

- Milestone management.
- Deliverable tracking.
- Agency review timelines.
- Community engagement milestones.
- Permitting schedules.
- Critical path monitoring.

Similarly, project budgets will be continuously monitored throughout design. Cost estimates will be prepared and updated during the Schematic Design, Design Development, and Construction Documentation phases to verify that proposed improvements remain aligned with available funding and implementation objectives.

Regular budget reviews with the Town will evaluate:

- Project scope versus available funding.
- Alternative design costs.
- Construction escalation factors.
- Potential phasing opportunities.
- Value engineering opportunities if necessary.

This iterative process provides the Town with the information needed to make informed decisions while minimizing the risk of significant scope or budget adjustments late in design.

## GAI'S Quality Management System QA/QC Process

GAI maintains a comprehensive Quality Management System designed to ensure that all work products are accurate, defensible, coordinated, and aligned with client expectations.

Quality at GAI extends beyond document reviews to encompass control of scope, schedule, budget, and communication throughout project delivery. Our QA/QC process is applied consistently across all task authorizations and scaled appropriately based on the assignment's complexity, potential risk, and timeline, ensuring efficiency without compromising rigor.

For this contract, GAI will employ a six-step QA/QC process that provides multiple layers of independent review while maintaining accountability and efficiency. Each task follows a structured progression from origination through verification, with qualified staff assigned to discrete roles, including originator, checker, back-checker, updater, rechecker, and verifier. Reviews are performed by experienced professionals who are independent from the original production effort, ensuring objective evaluation against applicable criteria, codes, standards, best practices, and professional judgment. Where appropriate, constructability reviews by senior engineering or inspection staff are incorporated to identify potential implementation issues early.

GAI emphasizes active coordination and resolution of review comments rather than passive markups. QA/QC reviews include discussion meetings or coordination calls among reviewers to clarify comments, resolve discrepancies, and confirm impacts to budget or schedule. All comments and responses are tracked, documented, and verified to ensure changes are fully and correctly incorporated. Any unresolved issues are elevated to discipline leaders or the Project Manager for timely resolution, avoiding downstream impacts. This collaborative review process strengthens technical accuracy while supporting predictable delivery.

Final verification represents a formal confirmation that the QA/QC process has been completed in accordance with GAI's Quality Management Plan. The Project Manager confirms compliance with internal procedures and client standards prior to submittal, providing an added level of accountability. This disciplined, transparent approach allows the Town of Eatonville to rely on work products that are well-coordinated, professionally reviewed, and implementation-ready.

# 7. Certification Forms

^ Dew Drop Park, Casselberry, FL

# NON-COLLUSION AFFIDAVIT OF PRIME PROPOSER
# (CERTIFICATION SUBMITTAL ONE)

State of FLORIDA
County of ORANGE

Peter C. Sechler, being first duly sworn, deposes and says that:

1. he/she is Vice President of GAI Consultants, Inc., the Proposer that has submitted the attached Proposal;
2. he/she is fully informed respecting the preparation and contents of the attached Proposal and of all pertinent circumstances respecting such Proposal;
3. Such Proposal is genuine and is not a collusive or sham Proposal;
4. Neither the said Proposers nor any of its officers, partners, owners, agents, representatives, employees or parties in interest, including this affiliate has in any way colluded, conspired, connived or agreed, directly or indirectly, with any other Proposer, firm or person to submit a collusive or sham Proposal in connection with such Contract or has in any manner, directly or indirectly, sought by agreement or collusion of communication or conference with any other Proposer, firm or person to fix the price or prices in the attached proposal of any other Proposer, or to fix any overhead, profit or cost element of the Proposal Price or the Proposal Price of any other Proposer, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the Town or any person interested in the proposed Contract; and
5. The qualifications quoted in the attached Proposals as well as subsequent negotiated prices, following evaluation and of the firms' qualifications by the Town, are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Proposer or any of its agents, representatives, owners, employees or parties in interest, including this affiliate.

Signed: _____

Title: Vice President

Subscribed and sworn to before me this 19 day of August, 2026

Erick Lavis
Notary Public

My Commission Expires: 5/12/2030

# DRUG-FREE WORKPLACE FORM
# (CERTIFICATION SUBMITTAL TWO)

The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies:

That GAI Consultants, Inc. does:
(Name of Business)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employee for violations of such prohibition
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation programs, employee assistance programs and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under proposal a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employee that, as a condition of working on the commodities or contractual services that are under proposal, the employee will abide by the Terms of the statement and will notify the employer of any conviction of, plea of guilty or nolo contendere to, any violation of Chapter 1893 or of any controlled substance law of United States any state, for a violation occurring in the workplace no later than five (5) days after such Conviction.
5. Impose a sanction on or require 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.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

Proposer's Signature

19 August, 2026
Date

## INSURANCE
## (CERTIFICATION SUBMITTAL THREE)

By signing below the Proposer is stating that they fully understand the insurance requirements for the project and if awarded the proposal will provide all insurance coverage as required in RFQ #26-06-01.

The requirements are as follows:

- Proposer is insured with a company licensed to do business in the State of Florida
- The insurance company is rated A VIII or better by A.M. Best Rating Company (Workers Compensation, General and Automobile policies)
- The Town will be named as an additional insured for general and automobile liability
- The certificate will contain a 30-day written notice of cancellation and a 10-day written notice of non-payment
- The General Liability and Worker's Compensation policies will contain waiver of subrogation in favor of the Town

GAI Consultants, Inc.
Company Name

Proposer (signature)

# INDEMNIFICATION
# (CERTIFICATION SUBMITTAL FOUR)

To the fullest extent permitted by laws and regulations, and in consideration of the amount stated on any Purchase Order, the Program Manager shall defend, indemnify, and hold harmless the Town, its officers, directors, agents, guests, invitees, and employees from and against all liabilities, damages, losses, and costs, direct, indirect, or consequential (including but not limited to reasonable fees and charges of engineers, architects, attorneys, and other professionals and court and arbitration costs) to the extent arising out of or resulting from any acts of negligence, recklessness or intentional wrongful misconduct in the performance of the work by the Program Manager, any Subcontractor, or any person or organization directly or indirectly employed by any of them to perform or furnish any of the work or anyone for whose acts any of them may be liable.

In any and all claims against the Town, or any of its officers, directors, agents, or employees by any employee of the Program Manager, any Subcontractor, any person or organization directly or indirectly employed by any of them to perform or furnish any of the work or anyone for whose acts any of them may be liable, this indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Program Manager r or any Subcontractor or other person or organization under workers' or workmen's compensation acts, disability benefit acts, or other employee benefit acts, nor shall this indemnification obligation be limited in any way by any limitation on the amount or type of insurance coverage provided by the Town, the Program Manager or any of his Subcontractors. To the extent this Indemnification conflicts with any provision of Florida Law or Statute, this indemnification shall be deemed to be amended in such manner as to be consistent with such Law or Statute.

Subrogation: The Program Manager and his Subcontractors agree by entering into this contract to a Waiver of Subrogation for each required policy herein. When required by the insurer or should a policy condition not permit Program Manager or Subcontractor to enter into a pre-loss agreement to waive subrogation without an endorsement, then Program Manager or Subcontractor agrees to notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy, which includes a condition specifically prohibiting such an endorsement, or voids coverage should Program Manager or Subcontractor enter into such an agreement on a pre-loss basis.

Release of Liability: Acceptance of the Program Manager of the last payment shall be a release to the Town and every officer and agent thereof, from all claims and liability hereunder for anything done or furnished for, or relating to the work, or for any act or neglect of the Town or of any person relating to or affecting the work.

Savings Clause: The parties agree that to the extent the written terms of this Indemnification conflict with any provisions of Florida laws or statutes, in particular Sections 725.06 and 725.08 of the Florida Statutes, the written terms of this indemnification shall be deemed by any court of competent jurisdiction to be modified in such a manner as to be in full and complete compliance with all such laws or statutes and to contain such limiting conditions, or limitations of liability, or to not contain any unenforceable, or prohibited term or terms, such that this Indemnification shall be enforceable in accordance with and to the greatest extent permitted by Florida Law.

BY: _____
Signature of Owner or Officer

DATE: 19 August, 2026 ATTEST: _____
Corporate Secretary or Witness

800.437.2150
Organization Phone Number

STATE OF: FLORIDA

COUNTY OF: ORANGE

The foregoing instrument was acknowledged before me this 19 day August of 2026 by GAI Consultants, Inc., of _____ (Company Name).

He/She is personally known to me or has produced _____ as identification, and did _____/did not _____take an oath.

_____
Signature of Notary

Erick Louis (Seal)
Printed Name of Notary Lisa D. Rambo

My Commission Expires: 5/12/2030

Notary Public State of Florida
Erick Alexis Louis
My Commission HH 802122
Expires 5/12/2030

# SWORN STATEMENT PURSUANT TO FLORIDA STATUTES SECTION 287.133(3)(a) ON PUBLIC ENTITY CRIMES (CERTIFICATION SUBMITTAL FIVE)

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 Town of Eatonville, Florida
[print name of the public entity]
by Peter C. Sechler, Vice President for _____
[print individual's name and title]

GAI Consultants, Inc.
[print name of entity submitting sworn statement]

whose business address is 618 E. South Street, Suite 700, Orlando, FL 32801

and its Federal Employer Identification Number (FEIN) or Social Security Number (SSN)

of the individual signing this sworn statement is 25-1260999.

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/qualifications proposal or contract for goods or services to be provided to any public entity or an agency or political subdivision or 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 an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, non-jury 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.

5. 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.

6. 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. [attached is a copy of the final order]

*This Space Left Blank Intentionally*

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]

STATE OF FLORIDA

COUNTY OF ORANGE

The foregoing instrument was acknowledged before me on this 19 day of August, 2026 by Peter C. Sechler, Vice President

who is personally known to me and who _____ did / ✓ did not take an oath.

Signature of Notary

Erick Louis
Printed Name of Notary

(Seal)

My Commission Expires: 5/12/2030

Notary Public State of Florida
Erick Alexis Louis
My Commission HH 802122
Expires 5/12/2030

## CONTRACTING WITH MINORITY AND WOMEN BUSINESS ENTERPRISES (MWBE)

## (CERTIFICATION SUBMITTAL SIX)

By signing below the Proposer is stating that they fully understand the Minority/Woman-owned Business Enterprises (MWBE) requirements for the project and if awarded will adhere to 2 CFR 200.321(b)(6), and the requirements in RFQ #26-06-01 in hiring any subcontractors, if applicable.

The Town of Eatonville is an Equal Employment Opportunity employer and makes it a priority to ensure minority and women owned business enterprises are extended every opportunity to participate in procurement opportunities the Town offers for projects and services. The Town takes all necessary affirmative steps, as outlined in 2 CFR 200.321, to assure that minority owned businesses, women owned business enterprises, and labor surplus area firms are used when possible.

For this procurement and all federally funded procurements, the Town shall:

- Maintain an updated solicitation list of all qualified minority and women owned business enterprises in Orange County and the counties immediately surrounding Orange County;
- Utilize the services provided by the Florida Office of Supplier Diversity and its website to maintain and update the Town's minority and women owned business enterprises solicitation;
- Directly solicit by mail, phone, fax, or email all applicable vendors on Orange County's qualified minority and women business enterprises list providing them with notification of the procurement opportunity the Town is offering;
- Where requirements and schedules of funding entities permit flexibility, establish delivery schedules which encourage participation by small and minority owned businesses, and women owned business enterprises.

In instance where procured prime contractor will utilize subcontractors, the prime contractor shall take affirmative steps, as outlined above, to assure that minority owned businesses, women owned business enterprises, and labor surplus area firms are used as subcontractors when possible.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.

GAI Consultants, Inc.
Company Name

Proposer (signature)

19 August, 2026
Date

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

# Request for Taxpayer Identification Number and Certification

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

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

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

Print or type. See *Specific Instructions* on page 3.

**1** Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

G-A-I Consultants, Inc.

**2** Business name/disregarded entity name, if different from above.

**3a** Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor ☑ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . .

**Note:** Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

**3b** If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

**4** Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

*(Applies to accounts maintained outside the United States.)*

**5** Address (number, street, and apt. or suite no.). See instructions.

385 E Waterfront Dr

**6** City, state, and ZIP code

Homestead, PA 15120

Requester's name and address (optional)

**7** List account number(s) here (optional)

## Part I Taxpayer Identification Number (TIN)

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

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

**Social security number**

| | | | – | | – | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | | | | | | |

**or**

**Employer identification number**

| 2 | 5 | – | 1 | 2 | 6 | 0 | 9 | 9 | 9 |
|---|---|---|---|---|---|---|---|---|---|

## Part II Certification

Under penalties of perjury, I certify that:

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

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

**Sign Here** **Signature of U.S. person** Jacqueline C. Bowman Digitally signed by Jacqueline C. Bowman DN: E=J.Bowman@gaiconsultants.com, CN=Jacqueline C. Bowman Reason: I am approving this document Date: 2024.07.01 13:07:31-04'00' **Date** 01/01/2026

# General Instructions

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

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

## What's New

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

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

## Purpose of Form

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

disclosed except as authorized by law for the duration of the Agreement term and following completion of the Agreement if the Proposer/Vendor does not transfer the records to the Town.

iv. Upon completion of the Agreement, the Proposer/Vendor shall transfer, at no cost to Town, all public records in possession of the Proposer/Vendor or keep and maintain public records required by the Town to perform the services under this Agreement. If the Proposer/Vendor transfers all public records to the Town upon completion of the Agreement, the Proposer/Vendor shall destroy any duplicate public records that are exempt or confidential and exempt from public disclosure requirements. If the Proposer/Vendor keeps and maintains public records upon completion of the Agreement, the Proposer/Vendor shall meet all applicable requirements for retaining public records. All records that are stored electronically must be provided to Town, upon request from the Town's custodian of public records, in a format that is accessible by and compatible with the information technology systems of Town.

e. If the Proposer/Vendor has questions regarding the application of Chapter 119, Florida Statutes, to the Proposer/Vendor's duty to provide public records relating to this agreement, contact the Town's custodian of public records by telephone at (407) 623-8905, by email at kgibson@townofeatonville.org or at the mailing address below:

***Town* of *Eatonville***
***307 East Kennedy Boulevard***
***Eatonville, FL 32751***

RETENTION OF RECORDS

1. The Proposer/Vendor shall retain all records relating to this contract for six (6) years after the Town makes final payment and all other pending matters are closed.
2. If any litigation, claim, or audit is started before the six-year period expires, and extends beyond the six-year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

GAI Consultants, Inc.
Company Name

Proposer (signature)

19 August, 2026
Date

# E-VERIFY RESPONSIBILITY
## (CERTIFICATION SUBMITTAL EIGHT)

By signing below the Proposer/Vendor states that they fully understand the E-Verify requirements outlined in (Section 448.095 Florida Statute and under Executive Order 11-116) and for the project and if awarded the Proposer will provide all E-Verify documentation as required in RFQ #26-06-01

As a condition precedent to entering into an Agreement, and in compliance with Section 448.095, Fla. Stat., the Proposer/Vendor, and its subcontractors, shall register with and use the E-Verify system to verify work authorization status of all employees hired after January 1, 2021.

a. The Proposer/Vendor shall provide the Town and require each of its subcontractors to provide the Proposer/Vendor, with an affidavit (Exhibit B) stating that the subcontractor does not employ, contract with, or subcontract with an unauthorized alien. The Proposer/Vendor shall maintain a copy of the subcontractor's affidavit as part of and pursuant to the records retention requirements of its Agreement with the Town.

b. The Town, Proposer/Vendor, or any subcontractor who has a good faith belief that a person or entity with which it is contracting has knowingly violated Section 448.09(1), Fla. Stat. or the provisions of this section shall terminate the contract with the person or entity.

c. The Town, upon good faith belief that a subcontractor knowingly violated the provisions of this section, but the Proposer/Vendor otherwise complied, shall promptly notify the Proposer/Vendor and the Proposer/Vendor shall immediately terminate the contract with the subcontractor.

d. A contract terminated under the provisions of this section is not a breach of contract and may not be considered such. Any contract termination under the provisions of this section may be challenged pursuant to Section 448.095(2)(d), Fla. Stat. the Proposer/Vendor acknowledges that upon termination of this Agreement by the Town for a violation of this section by Proposer/Vendor, the Proposer/Vendor Administrator may not be awarded a public contract for at least one (1) year. The Proposer/Vendor further acknowledges that they are liable for any additional costs incurred by the Town as a result of termination of any contract for a violation of this section.

e. Subcontracts. The Proposer/Vendor or subcontractor shall insert in any subcontracts the clauses set forth in this section, including this subsection, requiring the subcontractors to include these clauses in any lower tier subcontracts. The Proposer/Vendor shall be responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in this section.

GAI Consultants, Inc.
Company Name

Proposer (signature)

19 August, 2026
Date

## CONFLICTS OF INTEREST (CERTIFICATION SUBMITTAL NINE)

By signing below the Proposer states that they fully understand the requirements, as outlined in 2 CFR 200.319(b) that prohibits contractors that develop or draft specifications, requirements, statements of work, or invitations for bids or requests for proposals must be excluded from competing for such procurements. If the Proposer developed or drafted specifications, requirements, statements of work, or invitations for bids or requests for proposals for the work outlined in this RFQ 26-06-01, the Proposer may not be considered for work under this RFQ.

The Proposer hereby attests and certifies that they did not participate in the development or drafting of this RFQ.

The Proposer understands and is committed to declaring any real or perceived conflicts of interest to the Town

The Proposer understands that in the event of a conflict of interest, either actual or perceived the Town staff and/or members of the:

- Publicly declare the conflict,
- Abstain from any participation in the said procurement(s), including drafting RFQ, proposal evaluation, ranking, voting on, or awarding, and
- Member of the Town Council shall complete Form 8B.

GAI Consultants, Inc.
Company Name

Proposer (signature)

19 August, 2026
Date

## APPENDIX II TO PART 200

## (CERTIFICATION SUBMITTAL TEN)

By signing below the Proposer states that they fully understand the requirements as outlined in Appendix II to Part 200, below. If awarded the Proposer understands that Appendix II to Part 200 will be included in the contract between their firm and the Town of Eatonville and will ensure compliance with the regulation and as required in the regulation and RFQ # 26-06-01.

### Appendix II to Part 200—Contract Provisions for Non-Federal Entity Contracts Under Federal Awards

In addition to other provisions required by the Federal agency, the State of Florida and the Town, all contracts made by the non-Federal entity under the Federal award must contain provisions covering the following, as applicable.

(A) Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

(B) All contracts in excess of $10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement.

(C) Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60 , all contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60–1.3 must include the equal opportunity clause provided under 41 CFR 60–1.4(b) , in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964–1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

(D) Davis-Bacon Act, as amended (40 U.S.C. 3141–3148). When required by Federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141–3144 , and 3146–3148) as supplemented by Department of Labor regulations ( 29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be

prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency.

(E) Contract Work Hours and Safety Standards Act (40 U.S.C. 3701–3708 ). Where applicable, all contracts awarded by the non-Federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5 ). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

(F) Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of "funding agreement" under 37 CFR § 401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

(G) Clean Air Act ( 42 U.S.C. 7401–7671q.) and the Federal Water Pollution Control Act ( 33 U.S.C. 1251–1387), as amended—Contracts and subgrants of amounts in excess of $150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401–7671q) and the Federal Water Pollution Control Act as amended ( 33 U.S.C. 1251–1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

(H) Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the governmentwide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

(I) Byrd Anti-Lobbying Amendment (31 U.S.C. 1352 )—Contractors that apply or bid for an award exceeding $100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract,

grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award.

(J) Procurement of recovered materials. A non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

(K) Prohibition on certain telecommunications and video surveillance services or equipment.

(a) Recipients and subrecipients are prohibited from obligating or expending loan or grant funds to:

(1) Procure or obtain;

(2) Extend or renew a contract to procure or obtain; or

(3) Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in Public Law 115–232, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

(i) For the purpose of public safety, security of government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities).

(ii) Telecommunications or video surveillance services provided by such entities or using such equipment.

(iii) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of the National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

(b) In implementing the prohibition under Public Law 115–232, section 889, subsection (f), paragraph (1), heads of executive agencies administering loan, grant, or subsidy programs shall prioritize available funding and technical support to assist affected businesses, institutions and organizations as is reasonably necessary for those affected entities to transition from covered communications equipment and services, to procure replacement equipment and services, and to ensure that communications service to users and customers is sustained.

(c) See Public Law 115–232, section 889 for additional information.

(d) See also § 200.471.

(L) Domestic preferences for procurements.

(a) As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

(b) For purposes of this section:

(1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

(2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

(c) Federal agencies providing Federal financial assistance for infrastructure projects must implement the Buy America preferences set forth in 2 CFR part 184.

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GAI Consultants, Inc.
Company Name

Proposer (signature)

19 August, 2026
Date

## Evidence of Insurance Coverage - Sample Certificates



ACORD®

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 01/07/2026

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<br>Willis Towers Watson Midwest, Inc.<br>c/o 26 Century Blvd<br>P.O. Box 305191<br>Nashville, TN 372305191 USA | CONTACT NAME: WTW Certificate Center<br>PHONE (A/C, No, Ext): 1-877-945-7378 FAX (A/C, No): 1-888-467-2378<br>E-MAIL ADDRESS: certificates@wtwco.com |
| INSURED<br>GAI Consultants, Inc.<br>385 East Waterfront Drive<br>Homestead, PA 15120 | INSURER(S) AFFORDING COVERAGE — NAIC #<br>INSURER A : Travelers Casualty and Surety Company of A — 31194<br>INSURER B :<br>INSURER C :<br>INSURER D :<br>INSURER E :<br>INSURER F : |

**COVERAGES** **CERTIFICATE NUMBER:** W43604303 **REVISION NUMBER:**

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

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|---|---|---|---|---|---|---|---|---|
| | COMMERCIAL GENERAL LIABILITY | | | | | | EACH OCCURRENCE | $ |
| | ☐ CLAIMS-MADE ☐ OCCUR | | | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) | $ |
| | | | | | | | MED EXP (Any one person) | $ |
| | | | | | | | PERSONAL & ADV INJURY | $ |
| | GEN'L AGGREGATE LIMIT APPLIES PER: | | | | | | GENERAL AGGREGATE | $ |
| | ☐ POLICY ☐ PRO-JECT ☐ LOC | | | | | | PRODUCTS - COMP/OP AGG | $ |
| | OTHER: | | | | | | | $ |
| | AUTOMOBILE LIABILITY | | | | | | COMBINED SINGLE LIMIT (Ea accident) | $ |
| | ☐ ANY AUTO | | | | | | BODILY INJURY (Per person) | $ |
| | ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS | | | | | | BODILY INJURY (Per accident) | $ |
| | ☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY | | | | | | PROPERTY DAMAGE (Per accident) | $ |
| | | | | | | | | $ |
| | UMBRELLA LIAB ☐ OCCUR | | | | | | EACH OCCURRENCE | $ |
| | EXCESS LIAB ☐ CLAIMS-MADE | | | | | | AGGREGATE | $ |
| | DED ☐ RETENTION $ | | | | | | | $ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N | | | | | | ☐ PER STATUTE ☐ OTH-ER | |
| | ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ (Mandatory in NH) | N / A | | | | | E.L. EACH ACCIDENT | $ |
| | If yes, describe under DESCRIPTION OF OPERATIONS below | | | | | | E.L. DISEASE - EA EMPLOYEE | $ |
| | | | | | | | E.L. DISEASE - POLICY LIMIT | $ |
| A | Professional Liability | | | 108398261 | 12/31/2025 | 10/01/2026 | Per Claim | $1,000,000 |
| | | | | | | | Aggregate | $1,000,000 |

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

Project Number: TRA0034.10 - Transportation Business Unit - Business

| CERTIFICATE HOLDER | CANCELLATION |
|---|---|
| Sample | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.<br>AUTHORIZED REPRESENTATIVE |

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SR ID: 29211297 BATCH: 4267734

# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 10/02/2025

**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<br>Willis Towers Watson Midwest, Inc.<br>c/o 26 Century Blvd<br>P.O. Box 305191<br>Nashville, TN 372305191 USA | CONTACT NAME: WTW Certificate Center<br>PHONE (A/C, No, Ext): 1-877-945-7378 FAX (A/C, No): 1-888-467-2378<br>E-MAIL ADDRESS: certificates@wtwco.com |
| INSURED<br>GAI Consultants, Inc.<br>385 East Waterfront Drive<br>Homestead, PA 15120 | INSURER A: The Charter Oak Fire Insurance Company — NAIC # 25615<br>INSURER B: Travelers Indemnity Company of America — 25666<br>INSURER C: Travelers Property Casualty Company of Ame — 25674<br>INSURER D: Travelers Casualty and Surety Company — 19038<br>INSURER E:<br>INSURER F: |

**COVERAGES** **CERTIFICATE NUMBER:** W40881115 **REVISION NUMBER:**

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

| INSR LTR | TYPE OF INSURANCE | ADDL INSD | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|---|---|---|---|---|---|---|---|---|
| A | X COMMERCIAL GENERAL LIABILITY<br>☐ CLAIMS-MADE ☒ OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br>☒ POLICY ☐ PRO-JECT ☐ LOC<br>☐ OTHER: | Y | Y | P-630-B8382695-COF-25 | 10/01/2025 | 10/01/2026 | EACH OCCURRENCE<br>DAMAGE TO RENTED PREMISES (Ea occurrence)<br>MED EXP (Any one person)<br>PERSONAL & ADV INJURY<br>GENERAL AGGREGATE<br>PRODUCTS - COMP/OP AGG | $ 1,000,000<br>$ 100,000<br>$ 5,000<br>$ 1,000,000<br>$ 1,000,000<br>$ 1,000,000 |
| B | AUTOMOBILE LIABILITY<br>☒ ANY AUTO<br>☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS<br>☐ HIRED AUTOS ONLY ☐ NON-OWNED AUTOS ONLY | | | 810-B9225097-25-43-G | 10/01/2025 | 10/01/2026 | COMBINED SINGLE LIMIT (Ea accident)<br>BODILY INJURY (Per person)<br>BODILY INJURY (Per accident)<br>PROPERTY DAMAGE (Per accident) | $ 1,000,000<br>$<br>$<br>$ |
| C | X UMBRELLA LIAB ☒ OCCUR<br>EXCESS LIAB ☐ CLAIMS-MADE<br>☐ DED ☒ RETENTION $ 10,000 | Y | Y | CUP-B8503958-25-43 | 10/01/2025 | 10/01/2026 | EACH OCCURRENCE<br>AGGREGATE | $ 1,000,000<br>$ 1,000,000 |
| D | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: No<br>If yes, describe under DESCRIPTION OF OPERATIONS below | N/A | Y | UB-B8503805-25-43-G | 10/01/2025 | 10/01/2026 | ☒ PER STATUTE ☐ OTH-ER<br>E.L. EACH ACCIDENT<br>E.L. DISEASE - EA EMPLOYEE<br>E.L. DISEASE - POLICY LIMIT | OH Stop Gap<br>$ 500,000<br>$ 500,000<br>$ 500,000 |

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

Umbrella coverage is Excess and follows form on the following policies:
General Liability - THE CHARTER OAK FIRE INSURANCE COMPANY - P-630-B8382695-COF-25; Workers Compensation/Employer's Liability (Incl. OH Stop Gap) - TRAVELERS CASUALTY AND SURETY COMPANY - UB-B8503805-25-43-G; Automobile Liability - THE TRAVELERS INDEMNITY COMPANY OF AMERICA - 810-B9225097-25-43-G

Additional Insured applies on General Liability and Umbrella Liability.

**CERTIFICATE HOLDER**

Sample

**CANCELLATION**

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

AUTHORIZED REPRESENTATIVE

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SR ID: 28595019 BATCH: 4148031

Form **W-9**
(Rev. March 2024)
Department of the Treasury
Internal Revenue Service

# Request for Taxpayer Identification Number and Certification

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

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

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

Print or type. See *Specific Instructions* on page 3.

1 Name of entity/individual. An entry is required. (For a sole proprietor or disregarded entity, enter the owner's name on line 1, and enter the business/disregarded entity's name on line 2.)

G-A-I Consultants, Inc.

2 Business name/disregarded entity name, if different from above.

3a Check the appropriate box for federal tax classification of the entity/individual whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor ☑ C corporation ☐ S corporation ☐ Partnership ☐ Trust/estate

☐ LLC. Enter the tax classification (C = C corporation, S = S corporation, P = Partnership) . . . . .

**Note:** Check the "LLC" box above and, in the entry space, enter the appropriate code (C, S, or P) for the tax classification of the LLC, unless it is a disregarded entity. A disregarded entity should instead check the appropriate box for the tax classification of its owner.

☐ Other (see instructions)

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any)

Exemption from Foreign Account Tax Compliance Act (FATCA) reporting code (if any)

*(Applies to accounts maintained outside the United States.)*

3b If on line 3a you checked "Partnership" or "Trust/estate," or checked "LLC" and entered "P" as its tax classification, and you are providing this form to a partnership, trust, or estate in which you have an ownership interest, check this box if you have any foreign partners, owners, or beneficiaries. See instructions . . . . . ☐

5 Address (number, street, and apt. or suite no.). See instructions.

385 E Waterfront Dr

6 City, state, and ZIP code

Homestead, PA 15120

Requester's name and address (optional)

7 List account number(s) here (optional)

## Part I Taxpayer Identification Number (TIN)

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

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

**Social security number**

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | – | | | – | | | | |

**or**

**Employer identification number**

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| 2 | 5 | – | 1 | 2 | 6 | 0 | 9 | 9 | 9 |

## Part II Certification

Under penalties of perjury, I certify that:

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

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

**Sign Here** | **Signature of U.S. person** Jacqueline C. Bowman Digitally signed by Jacqueline C. Bowman DN: E=J.Bowman@gaiconsultants.com, CN=Jacqueline C. Bowman Reason: I am approving this document Date: 2024.07.01 13:07:31-04'00' | **Date** 01/01/2026

## General Instructions

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

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

### What's New

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

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

### Purpose of Form

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

Jacobs

# Eatonville Lake King Stormwater Resiliency, Flood Mitigation, and Wetland Restoration Project

## Firm Profile

### Legal Name and Type of Business:

**Jacobs Engineering Group Inc. (Jacobs), a professional engineering and consulting corporation,** is a multidisciplinary professional services firm providing integrated consulting, technical, scientific, engineering, planning, environmental, and project delivery services to government and private-sector clients.

### Location(s):

Jacobs maintains a broad international presence with resources located across the United States and worldwide. For the Town of Eatonville project, Jacobs will leverage its Florida-based water resources, stormwater, environmental, resiliency, and natural systems professionals together with specialized technical resources from across the firm.

**Address:** 200 South Orange Avenue, Suite 900, Orlando, FL 32801; **Phone:** +1407.903.500.

### History, Size, and Organizational Structure

Jacobs has a long history of delivering complex infrastructure and environmental projects and has built its reputation by addressing challenging technical and community needs through integrated, multidisciplinary teams. Jacobs has **approximately $12 billion in annual revenue and a global workforce of approximately 45,000 professionals**, providing the depth of resources required to support complex programs while maintaining focused, project-specific teams. Jacobs provides a full spectrum of integrated services spanning consulting, technical, scientific, and project delivery.

### Areas of Expertise

Jacobs' relevant areas of expertise include stormwater and drainage engineering; hydrologic and hydraulic modeling; floodplain analysis and flood mitigation; watershed planning; stormwater conveyance and infrastructure design; channel and bank stabilization; wetland restoration and enhancement; natural treatment systems; green stormwater infrastructure and nature-based solutions; water quality; environmental and regulatory permitting; resiliency and climate adaptation; cost estimating; bidding assistance; construction administration; and community and stakeholder engagement.

Our proposed team builds directly on that foundation. **Drainage Lead Ricky Ly, PE, and Senior Drainage Engineer Raquel Lopez, PE, ENV SP** bring firsthand knowledge of the Lake King and Lake Bell Study and its modeling and alternatives.

## Engineering Business Registry

**License Number:**
2822

| | | | |
|---|---|---|---|
| **Name** | JACOBS ENGINEERING GROUP INC. | **License Number** | 2822 |
| **Rank** | Registry | **License Expiration Date** | |
| **Primary Status** | Current | **Original License Date** | 05/21/1979 |
| **Secondary Status** | | | |

### Related License Information

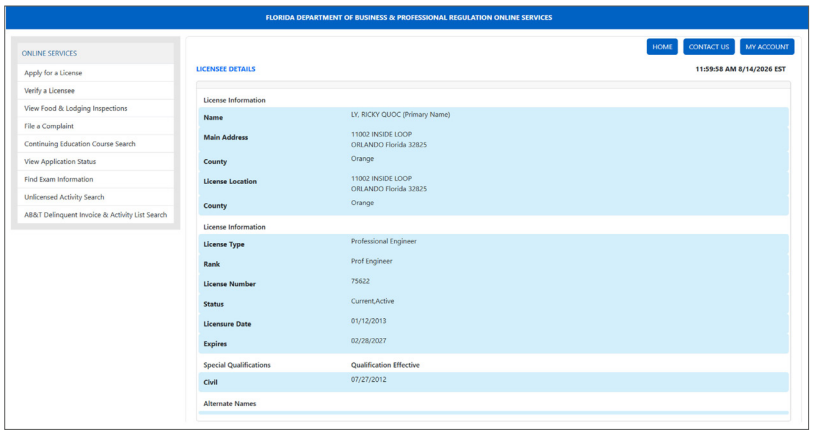
| License Number | Status | Related Party | Relationship Type | Relation Effective Date | Rank | Expiration Date |
|---|---|---|---|---|---|---|
| 66932 | Current | STEJSKAL, DAVID C | Registry | | Professional Engineer | 02/28/2027 |

## Ricky Quoc Ly, PE

**Professional Registration Discipline:**
Professional Engineer

**License Number:**
No. PE75622

**Expiration Date:**
February 28, 2027




## Dennis Stevenson, PE

**Professional Registration Discipline:**
Professional Engineer

**License Number:**
No. PE33748

**Expiration Date:**
February 28, 2027

## Drummond Carpenter, PLLC

**Certification:**
State of Florida, Veteran Business

State of Florida

Veteran Business Certification

Drummond Carpenter, PLLC

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:
11/17/2025 to 11/17/2027

Pedro Allende
Florida Department of Management Services

FLORIDA DEPARTMENT OF MANAGEMENT SERVICES
SUPPLIER DEVELOPMENT

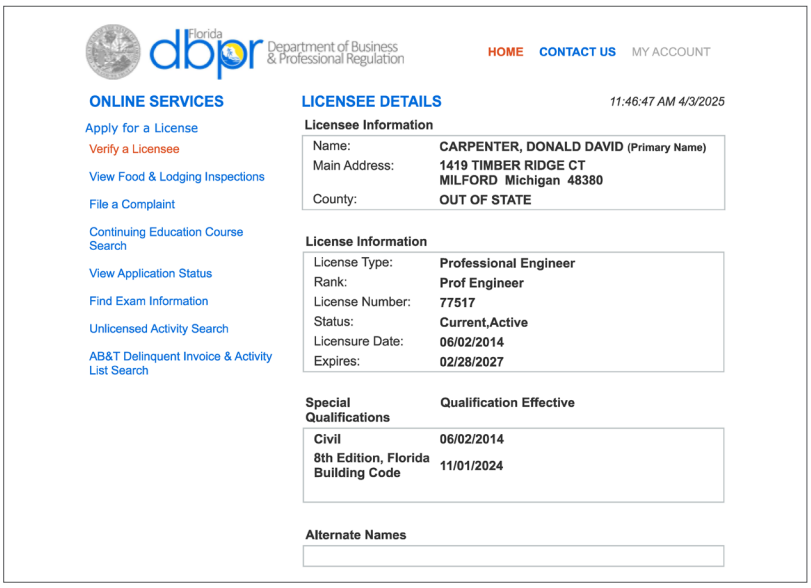
Office of Supplier Development
4050 Esplanade Way, Suite 380
Tallahassee, Florida 32399
850-487-0915
www.dms.myflorida.com/osd

## Don Carpenter, PE

**Professional Registration Discipline:**
Professional Engineer

**License Number:**
No. 77517

**Expiration Date:**
February 28, 2027



Florida dbpr Department of Business & Professional Regulation

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File a Complaint
Continuing Education Course Search
View Application Status
Find Exam Information
Unlicensed Activity Search
AB&T Delinquent Invoice & Activity List Search

LICENSEE DETAILS 11:46:47 AM 4/3/2025

Licensee Information

| | |
|---|---|
| Name: | CARPENTER, DONALD DAVID (Primary Name) |
| Main Address: | 1419 TIMBER RIDGE CT<br>MILFORD Michigan 48380 |
| County: | OUT OF STATE |

License Information

| | |
|---|---|
| License Type: | Professional Engineer |
| Rank: | Prof Engineer |
| License Number: | 77517 |
| Status: | Current,Active |
| Licensure Date: | 06/02/2014 |
| Expires: | 02/28/2027 |

| Special Qualifications | Qualification Effective |
|---|---|
| Civil | 06/02/2014 |
| 8th Edition, Florida Building Code | 11/01/2024 |

Alternate Names

## Lee Mullon, PE

**Professional Registration Discipline:**
Professional Engineer

**License Number:**
No. PE72414

**Expiration Date:**
February 28, 2027

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

FBPE FLORIDA BOARD OF PROFESSIONAL ENGINEERS

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF PROFESSIONAL ENGINEERS

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

MULLON, LEE GRAY
4750 ROSEWOOD DRIVE
ORLANDO FL 32806

LICENSE NUMBER: PE72414
EXPIRATION DATE: FEBRUARY 28, 2027
Always verify licenses online at MyFloridaLicense.com

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## Rhodes & Brito Architects, Inc.

**Certification:**
NMSDC-Certified Minority Business Enterprise (MBE)

Certificate Number
FL068870

NMSDC

Advancing Economic Impact Together

This certificate attests that the below mentioned company is an NMSDC-Certified Minority Business Enterprise(MBE)

Rhodes & Brito Architects Inc.

Doing Business As

Rhodes+Brito Architects Inc.

| 04-30-2026 | | 541310,541340 |
|---|---|---|
| *Issuance Date* | | *NAICS Codes* |
| 05-31-2027 | | 81101508 |
| *Expiration Date* | *Donald R. Cravins, Jr. President and CEO NMSDC* | *UNSPSC Codes* |

*Regional Affiliate:* Florida State MSDC

## Ruffin Rhodes, AIA, NOMA

**Professional Registration Discipline:**
Registered Architect

**License Number:**
No. AR0014284

**Expiration Date:**
February 28, 2027

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF ARCHITECTURE & INTERIOR DESIGN

THE ARCHITECT HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

RHODES, RUFFIN A

RHODES & BRITO ARCHITECTS INC
605 EAST ROBINSON STREET
SUITE 750
ORLANDO FL 32801

LICENSE NUMBER: AR0014284
EXPIRATION DATE: FEBRUARY 28, 2027

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ISSUED: 12/03/2024

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## Lori Godbold, AIA

**Professional Registration Discipline:**
Registered Architect

**License Number:**
No. AR101739

**Expiration Date:**
February 28, 2027

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF ARCHITECTURE & INTERIOR DESIGN

THE ARCHITECT HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 481, FLORIDA STATUTES

GODBOLD, LORI MCKAY

1540 HOLLY AVE.
MERRITT ISLAND FL 32952

LICENSE NUMBER: AR101739
EXPIRATION DATE: FEBRUARY 28, 2027

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ISSUED: 12/22/2024

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## ONE Architecture & Urbanism (ONE)

### Justine Shapiro-Kline, AICP

**Certificate:**
Certified Planner

**Number:**
31643

### Jusatine Shapiro-Kline

**Certificate:**
WEDG
Waterfront Edge Design Guidlines

### Pranav Thole

**Certificate:**
WEDG
Waterfront Edge Design Guidlines

**ID:**
wlpj8tglyf

**Expiration Date:**
February 2, 2029

## Geotechnical & Environmental Consultants, Inc.

**Engineering Business Registry:**
5882

Florida dbpr Department of Business & Professional Regulation

ONLINE SERVICES

**Licensee**

| | | | |
|---|---|---|---|
| Name: | GEOTECHNICAL & ENVIRONMENTAL CONSULTANTS, INC. | License Number: | 5882 |
| Rank: | Registry | License Expiration Date: | |
| Primary Status: | Current | Original License Date: | 02/01/1991 |

**Related License Information**

| License Number | Status | Related Party | Relationship Type | Relation Effective Date | Rank | Expiration Date |
|---|---|---|---|---|---|---|
| 62418 | Current, Active | ANDRE, RACHEL F | Registry | 02/10/2021 | Professional Engineer | 02/28/2027 |

## Richard McCormick. P.G.

**Professional Registration Discipline:**
Professional Geologist

**License Number:**
No. PG2096

**Expiration Date:**
July 31, 2028

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

Florida dbpr

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF PROFESSIONAL GEOLOGISTS

THE PROFESSIONAL GEOLOGIST HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 492, FLORIDA STATUTES

MCCORMICK, RICHARD P
752 NEUSE AVENUE
ORLANDO FL 32804

LICENSE NUMBER: PG2096
EXPIRATION DATE: JULY 31, 2028
Always verify licenses online at MyFloridaLicense.com

ISSUED: 06/10/2026

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## Craig Ballock, PE

**Professional Registration Discipline:**
Professional Engineer

**License Number:**
No. PE71571

**Expiration Date:**
February 28, 2027

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

FBPE FLORIDA BOARD OF PROFESSIONAL ENGINEERS

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION

BOARD OF PROFESSIONAL ENGINEERS

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

BALLOCK, CRAIG GEORGE
400 SANDRINGHAM COURT
WINTER SPRINGS FL 32708

LICENSE NUMBER: PE71571
EXPIRATION DATE: FEBRUARY 28, 2027
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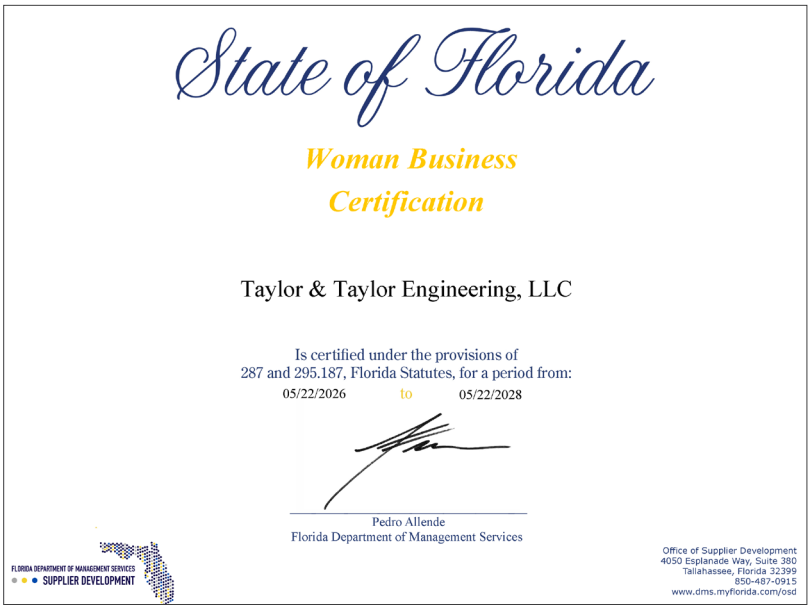
## Taylor & Taylor Engineering, LLC

### Certificate

Women Business Certification

**Expiration Date:**
May 22, 2028



State of Florida

Woman Business Certification

Taylor & Taylor Engineering, LLC

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:
05/22/2026 to 05/22/2028

Pedro Allende
Florida Department of Management Services

FLORIDA DEPARTMENT OF MANAGEMENT SERVICES
SUPPLIER DEVELOPMENT

Office of Supplier Development
4050 Esplanade Way, Suite 380
Tallahassee, Florida 32399
850-487-0915
www.dms.myflorida.com/osd

## Krista Taylor

**Professional Registration Discipline:**
Professional Engineer

**License Number:**
No. PE93024

**Expiration Date:**
February 28, 2027

Ron DeSantis, Governor

Melanie S. Griffin, Secretary

FBPE
FLORIDA BOARD OF PROFESSIONAL ENGINEERS

STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF PROFESSIONAL ENGINEERS

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

TAYLOR, KRISTA MARIE
3664 ROLLING HILLS LANE
APOPKA FL 32712

LICENSE NUMBER: PE93024
EXPIRATION DATE: FEBRUARY 28, 2027
Always verify licenses online at MyFloridaLicense.com

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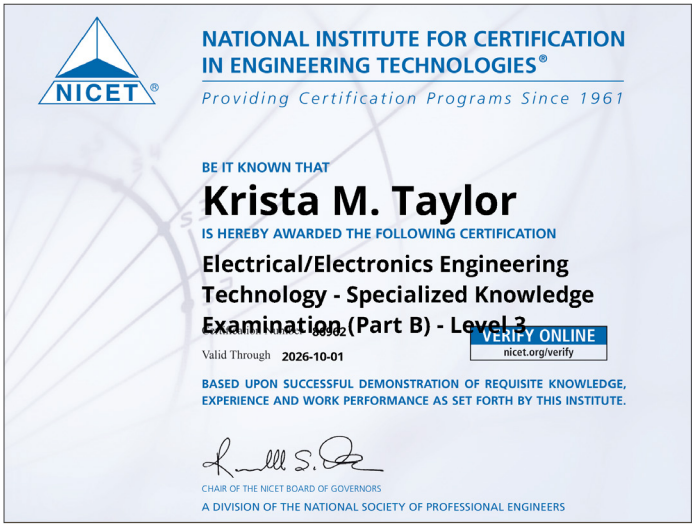
## Krista Taylor

**Certification**
NICET

**Expiration Date:**
October 1, 2026



NICET

NATIONAL INSTITUTE FOR CERTIFICATION IN ENGINEERING TECHNOLOGIES®

Providing Certification Programs Since 1961

BE IT KNOWN THAT

Krista M. Taylor

IS HEREBY AWARDED THE FOLLOWING CERTIFICATION

Electrical/Electronics Engineering Technology - Specialized Knowledge Examination (Part B) - Level 3

Certification Number 88902

Valid Through 2026-10-01

VERIFY ONLINE
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A DIVISION OF THE NATIONAL SOCIETY OF PROFESSIONAL ENGINEERS

## volerGroup, LLC

### Certificate

Women & Minority Business Certification

**Expiration Date:**
April 24, 2027

State of Florida

Woman & Minority Business Certification

voler GROUP, LLC.

Is certified under the provisions of
287 and 295.187, Florida Statutes, for a period from:
04/24/2025 to 04/24/2027

Pedro Allende
Florida Department of Management Services

FLORIDA DEPARTMENT OF MANAGEMENT SERVICES
SUPPLIER DEVELOPMENT

Office of Supplier Development
4050 Esplanade Way, Suite 380
Tallahassee, Florida 32399
850-487-0915
www.dms.myflorida.com/osd

### Certificate

Florida State Minority Supplier Development Council
Small Business Enterprise No: FS00040

**Expiration Date:**
October 20, 2026

Florida State Minority Supplier Development Council

FLORIDA BUSINESS COUNCIL

THIS CERTIFIES THAT

Voler Group, LLC

iscertifiedby the
FLORIDA STATE MINORITY SUPPLIER DEVELOPMENT COUNCIL
as a Small Business Enterprise

NAICS Code(s): 541370

(description of their product/service as defined by the North American Industry Classification System (NAICS))

FS00040
Certificate Number

10/20/2026
Expiration Date

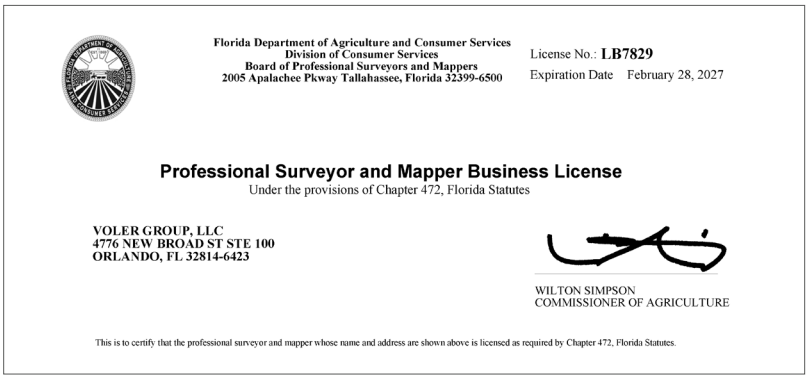
This certificate does not carry reciprocity with any other organization, institution, or licensing body.

fsmdc.org

### Professional Surveyor and Mapper Business License

**License Number:**
No.: LB7829

**Expiration Date:**
February 28, 2027



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

License No.: LB7829
Expiration Date February 28, 2027

Professional Surveyor and Mapper Business License
Under the provisions of Chapter 472, Florida Statutes

VOLER GROUP, LLC
4776 NEW BROAD ST STE 100
ORLANDO, FL 32814-6423

WILTON SIMPSON
COMMISSIONER OF AGRICULTURE

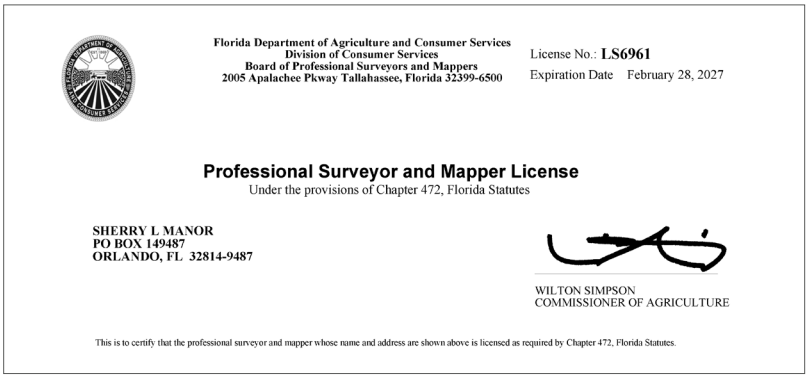
This is to certify that the professional surveyor and mapper whose name and address are shown above is licensed as required by Chapter 472, Florida Statutes.

### Sherry Manor, PSM

**Professional Registration Discipline:**
Professional Surveyor and Mapper

**License Number:**
No. LS6961

**Expiration Date:**
February 28, 2027



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2005 Apalachee Pkway Tallahassee, Florida 32399-6500

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SHERRY L MANOR
PO BOX 149487
ORLANDO, FL 32814-9487

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**GAI/CSG – Orlando**
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